



Regular Meeting of the Board of Trustees
12/19/2023 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.

Attendees

Voting Members

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

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

President Butler called the meeting to order at 5:30 PM.

2. CLOSED SESSION AGENDA

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

None

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 pursuant to Gov Code §48918 (c): Consider for Stipulated Suspended Expulsion Agreement - Student #1000065542**
- c. **With respect to every item of business to be discussed in closed session: Public Employees Discipline/Dismissal/Release**
- 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: California State Employee Association (CSEA)**
- e. **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 6:02 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.

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 pursuant to Gov Code §48918(c): Consider for Stipulated Suspended Expulsion Agreement - Student #1000065542

On Tuesday, December 19, 2023, the Novato Unified School District Board of Trustees met in closed session to review staff's recommendation on an expulsion of student #1000065542. Based on staff's recommendation, Trustee Millerick made the motion to expel the student to the Marin County Office of Education's Marin Community school for the remainder of semester plus one full semester for the following Ed Code Violations 48915 (a)(1)(e), 48900 (a)(1), 48900 (a)(2) and 48900.4. Trustee Picus seconded the motion.

A roll call vote was taken.

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

c. With respect to every item of business to be discussed in closed session: Public Employees Discipline/Dismissal/Release - 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: California State Employee Association (CSEA) - Information only

e. 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

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 welcomed Jessie Rolle as the student Board member for San Marin High School. President Butler asked for a motion to approve the agenda. Trustee Mack made a motion to approve the agenda as presented.

Motion made by: Greg Mack

Motion seconded by: Magali Limeta

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

8. ANNUAL REORGANIZATION OF THE BOARD - 6:06 PM

- a. **The Board President takes nominations for a new Board President.**

President Butler requested nominations for the position of Board President for the 2024 calendar year.

Trustees and Superintendent Smith thanked Trustee Butler for serving as Board President in 2023.

- b. **The Board President calls for a motion to elect a new Board President.**

Trustee Mack made a motion to elect Trustee Jacobson as the Board President for 2024.

Motion made by: Greg Mack

Motion seconded by: Magali Limeta

Voting:

Debbie Butler - Yes

Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

c. The new Board President takes nominations for Board Clerk/Vice President.

President Jacobson requested nominations for the position of Board Clerk/Vice President for the 2024 calendar year.

Trustees and Superintendent Smith thanked Trustee Jacobson for serving as Board Clerk/Vice President in 2023.

d. The new Board President calls for a motion to elect a new Board Clerk/Vice President.

Trustee Millerick made a motion to nominate Trustee Limeta as the Board Clerk/Vice President for 2024.

Motion made by: Ross Millerick

Motion seconded by: Greg Mack

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

e. The new Board President calls for a motion to confirm the Trustee Representative to the Marin County School Board Association Board of Directors.

President Jacobson called for a motion to elect the Trustee Representative to the Marin County School Board Association Board of Directors.

Trustee Butler made a motion to elect Trustee Picus as representative to the Marin County School Board Association Board of Directors.

Motion made by: Debbie Butler

Motion seconded by: Ross Millerick

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

9. APPROVAL OF CONSENT AGENDA - 6:15 PM

a. All Consent items approved by a single action.

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

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 - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

10. ANNOUNCEMENTS: BOARD, SUPERINTENDENT, AND STUDENT BOARD MEMBERS - 6:17 PM

a. Questions, Comments and Announcements

Trustee Announcements

- Attended Planning Commission meeting regarding Fireman's Fund property
- Attended Efficiency and Effectiveness Collaborative (E2) meeting
- Attended Joint Legislative Advisory Committee (JLAC) meeting
- Attended Hamilton Middle School Winter Concert
- Gratitude to parents and community members for sharing support of students and schools during this time
- Noted that the Board reviews Board agenda documents at the same time the public receives the information when Board meetings are posted

- Gratitude to staff for support of North Marin Community Services holiday drive for Novato children
- Attended North Coast Section Athletic meeting where playoff seeding was discussed
- Participated in Modeling the Way employee recognition awards

Superintendent Announcements

- Announced that one of the Modeling the Way recipients was an elementary music teacher who was recognized during a winter concert
- Announced that the Loma Verde Elementary School kitchen has been approved by the Public Health Department
- Announced topics for the January 16, 2024 Board Meeting include a Loma Verde presentation and Career Technical Education update
- Excited that winter sports are happening at high schools and middle schools
- Shout out to principals, teachers, and staff for getting through the holiday season amid the rainy days
- Reported that the District Office will be closed over the Winter Break
- Wished Happy holidays to all

Student Announcements

Marin Oaks High School - Adriana Avina

Not present

Novato High School - Francesca Calle La Bou

Not present

San Marin High School - Jessie Rolle

- Inclusivity Week activities taking place
- Spirit Week for Stress-Less Week is going well
- Safe Routes and eBike assembly held

11. NON-AGENDA PUBLIC COMMENT - 6:25 PM

12. DISCUSSION/ACTION - 6:45 PM

a. (6:45 PM) Acceptance of Parcel Tax Oversight Committee 2021-2022 Annual Report

Joshua Braff, Chief Financial Officer, introduced Tina McMillan to present the Parcel Tax Oversight Committee 2021-2022 Annual Report. Ms. McMillan serves as a volunteer on the Parcel Tax Oversight Committee.

Trustees commented.

Trustee Millerick made a motion to approve the acceptance of the Parcel Tax Oversight Committee 2021-2022 Annual Report.

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

13. STAFF REPORT - 6:55 PM

a. (6:55 PM) 2023-24 Student Data from State Dashboard and Local Metrics Update

Dr. Julie Synyard, Executive Director of Education Services, presented NUSD student data from the California State Dashboard. Superintendent Smith updated the Board of Trustees on Local Metrics of NUSD student data as noted in the presentation attached to the agenda item.

Next steps regarding the California State Dashboard data include:

- Differentiated Assistance and working with the Marin County Office of Education to improve student outcomes
- Continue implementation of current district initiatives
- Relentless focus on improvement, accountability, and implementing best practices

Next steps regarding Local Metrics data include:

- Sites complete their own review of current data trends and update any action plans
- Continue with Decreasing Chronic Absenteeism Network (dCAN) process
- Fold data metrics into the Local Control and Accountability Plan (LCAP) development process
- Develop plan for response to D and F lists
- Add in action steps for identified Dashboard accountability into LCAP

Trustees commented and asked clarifying questions.

b. (7:05 PM) Fiscal Crisis & Management Assistance Team (FCMAT) Report

Francesca Whitcomb, Executive Director of Human Resources, presented the Fiscal Crisis & Management Assistance Team (FCMAT) Report. Joshua Braff, Chief Financial Officer, and Dana Luis, Instructional Technology Interim Director, co-presented with Ms. Whitcomb.

FCMAT included Findings & Recommendations in three key areas

1. Organization Structure of the District
2. Operational Processes and Procedures
3. IT Department

Recommendations that are already in process or completed in the Business Department include:

- Budget Development Calendar
- Internal Position Control entering and approval process
- Internal Position Control monitoring process
- Authorized signatories to the Board
- Establish a process to involve school administrators and departments in budget development
- Improve communication between school sites and Business Office
- Budget Advisory Committee
- Monitor entire budget to ensure appropriations are not overspent

Recommendations still to be completed in the Business Department include:

- Update job descriptions (For Classified, this will require review and agreement with CSEA)
- Create training manuals
- Have staff outside the IT Department attend annual QSS Conference & trainings
- Consider the fiscal impact/liability of Fiscal Independence
- Review internal controls
- Comprehensive staff lists (from position control) for supervisors to review and approve

Recommendations that are already in process or completed in the Instructional Technology Department include:

- Evaluate reporting structure of IT Department, including clarification of department title
- Use consultants and/or vendors to assist in maintaining district network infrastructure and essential systems
- Use workflow application to track all job requests

Recommendations still to be completed in the Instructional Technology Department include:

- Update job descriptions (For Classified, this will require review and agreement with CSEA)
- Ensure IT staff is cross-trained and have access to resources for backup and support (including user group participation, conference attendance and training opportunities)
- Update and expand the disaster recovery document(s) - Include version control system and schedule drills
- Update QSS server & software to current release
- Review and update all procedural documents for IT financial system tasks

Next Steps regarding the FCMAT Report:

- Complete recruitment process for new Director of Instructional Technology
- New Director of IT & CFO work closely with the Superintendent & Executive Director of Ed Services to complete recommendations
- Staff will report back to the Board in spring, including a draft updated District Technology Plan

Trustees commented and asked clarifying questions.

c. (7:20 PM) NUSD Student Retention Analysis: 2023 Survey Insights

Leslie Benjamin, Director, Communications & Community Engagement, presented the NUSD Student Retention Analysis from 2023.

The loss of students between 2022 and 2023 decreased by approximately 76 students or a 22% decrease over last year. For the past two years, NUSD has seen a decrease in the number of students leaving the district compared to 2020 and 2021. The number of students that did not return represents a decrease of 4% in enrollment. This is the lowest it has been since 2019.

- 38 or 45.8% indicated they had moved out of the area (an increase from 2022). This is a higher percentage of respondents moving compared to previous years.
- Fewer elementary students left NUSD this year compared to 2022 (12 fewer.)
- A slight increase of middle and high schools student leaving NUSD compared to 2022, 5 and 2 respectively.

Trustees commented and asked clarifying questions.

d. (7:30 PM) A-G Improvement Completion Grant Report

Dr. Julie Synyard, Executive Director of Education Services, reported that staff is developing a plan to improve A-G eligibility for all students with a focus on English Learners, Foster Youth, and low income students through the A-G Improvement Completion Grant. The grant, based on the 2020-2021 A-G completion rates, provided the District with \$726,728.00 of funding to increase the number of students completing the A-G eligibility requirements.

After a needs assessment review and an analysis of the Local Control Accountability Plan, it was determined that this funding would be best utilized by enhancing the high school counseling programs. The funding for the A-G Improvement Completion Grant is available for expenditure or encumbrance through the 2025-2026 fiscal year.

Trustees commented and asked clarifying questions.

14. DISCUSSION/ACTION - 7:40 PM

a. (7:40 PM) Approval of the 2023-2024 First Interim Budget Report

Joshua Braff, Chief Financial Officer, presented the 2023-2024 First Interim Budget Report. By December 15 annually, the District must submit the First Interim Budget Report to the Marin County Office of Education. The District did submit the report by December 15, and the District received approval to present the report to the Board of Trustees on December 19, 2023 from the Marin County Office of Education.

Staff is requesting the acceptance of the report as "qualified."

Next Steps include:

- Governor's Budget Proposal will be released in January 2024
- Business Staff will continue to balance and correct the current budget
- Development of the 2024/25 Budget

Trustees commented and asked clarifying questions.

Trustee Millerick made a motion to approve the 2023-2024 First Interim Budget Report, with a qualified certification, as presented.

Motion made by: Ross Millerick

Motion seconded by: Greg Mack

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

b. (7:55 PM) Approval of the Special Education Efficiency Review Contract with School Services of California

Angela Williams, Director of Special Education, presented the contract with School Services of California regarding the Special Education Efficiency Review.

School Services last brought a review to the District during the 2018-19 school year. The needs of students with disabilities has changed post-pandemic. The new review will assist with Special Education budget assessments. Based on the first phase of the review, there may be a phase two review if needed. School Services will start the review in February and March of 2024.

Trustee Millerick made a motion to approve the Special Education Efficiency Review Contract with School Services of California.

Motion made by: Ross Millerick

Motion seconded by: Greg Mack

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

c. (8:05 PM) Approval of Resolution No. 9-2023/2024-Reviewing and Approving the Novato Unified School District Certificated Seniority List

Francesca Whitcomb, Executive Director of Human Resources, presented Resolution No. 9-2023/2024-Reviewing and Approving the Novato Unified School District Certificated Seniority List.

Trustee Mack made a motion to approve Resolution No. 9-2023/2024-Reviewing and Approving the Novato Unified School District Certificated Seniority List.

A roll call vote was taken.

Motion made by: Greg Mack

Motion seconded by: Ross Millerick

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

d. (8:15 PM) Approval of Resolution No. 10-2023/2024 Reviewing and Approving the Novato Unified School District Skipping Criteria for Certificated Layoffs

Francesca Whitcomb, Executive Director of Human Resources, presented Resolution No. 10-2023/2024 Reviewing and Approving the Novato Unified School District Skipping Criteria for Certificated Layoffs.

Trustees commented.

Trustee Picus made a motion to approve Resolution No. 10-2023/2024 Reviewing and Approving the Novato Unified School District Skipping Criteria for Certificated Layoffs.

A roll call vote was taken.

Motion made by: Abbey Picus

Motion seconded by: Magali Limeta

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

e. (8:20 PM) Approval of Resolution No. 11-2023/2024 - Revised Local Assignment Option for the 2023-2024 School Year

Francesca Whitcomb, Executive Director of Human Resources, presented Resolution No. 11-2023/2024 - Revised Local Assignment Option for the 2023-2024 School Year.

Trustee Butler made a motion to approve Resolution No. 11-2023/2024 - Revised Local Assignment Option for the 2023-2024 School Year.

A roll call vote was taken.

Motion made by: Debbie Butler
Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

f. (8:25 PM) Approval of Updated Job Description - Director of Instructional Technology

Francesca Whitcomb, Executive Director of Human Resources, presented an updated job description for the Director of Instructional Technology.

Trustees commented and asked clarifying questions. Trustee requested the phrase "highly reliable" be added to the document after the word "smooth" in paragraph one.

Trustee Butler made a motion to approve the updated job description for Director of Instructional Technology as amended.

Motion made by: Debbie Butler
Motion seconded by: Ross Millerick

Voting:

Debbie Butler - Yes
Diane Gasson - Yes

Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

g. (8:35 PM) Approval of Schematic Design/Project Schedule/Project Cost Estimate for Exterior Paint and Dry Rot Repair Project at Rancho Elementary School and Hill Education Center

John Dilena, Project Executive, Greystone West Company, presented the Schematic Design/Project Schedule/Project Cost Estimate for Exterior Paint and Dry Rot Repair Project at Rancho Elementary School and Hill Education Center. The project is estimated to cost \$815,000 and will be funded from Fund 22 (Measure G Bond). The completion of the project is targeted for August 2024.

Trustees commented and asked clarifying questions.

Trustee Mack made a motion to approve the schematic design, project schedule and project cost estimate for the Exterior Paint and Dry Rot Repair Project at Rancho Elementary School and Hill Education Center.

Motion made by: Greg Mack

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

h. (8:45 PM) Approval of 2023-2024 Addendum #3 to Library Partnership Agreement Memorandum of Understanding with Marin County Free Library

Trustee Butler recused herself at this time.

Joshua Braff, Chief Financial Officer, presented the 2023-2024 Addendum #3 to Library Partnership Agreement Memorandum of Understanding with Marin County Free Library.

Trustees commented and asked clarifying questions.

Trustee Gasson made a motion to approve the 2023-2024 Addendum #3 to Library Partnership Agreement Memorandum of Understanding with Marin County Free Library with an agreement end date of 2028.

Motion made by: Diane Gasson

Motion seconded by: Ross Millerick

Voting:

Debbie Butler - Recuse

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

i. (8:50 PM) Approval of 2023-2024 Memorandum of Understanding Data Processing Consortium Financial System Reserve Fund with Marin County Office of Education

Trustee Butler returned to the meeting at this time.

Joshua Braff, Chief Financial Officer, presented the 2023-2024 Memorandum of Understanding Data Processing Consortium Financial System Reserve Fund with Marin County Office of Education.

Trustees commented and asked clarifying questions.

Trustee Mack made a motion to approve the 2023-2024 Memorandum of Understanding Data Processing Consortium Financial System Reserve Fund with Marin County Office of Education.

Motion made by: Greg Mack

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

j. (8:55 PM) Nomination of 2024 CSBA Delegate Assembly for Subregion 3-D (Marin County)

Trustee Butler presented the nomination of Trustee Limeta as the 2024 CSBA Delegate Assembly for Subregion 3-D (Marin County). Delegates serve two-year terms beginning April 1, 2024 – March 31, 2026. Elections will take place in February 2024.

Trustee Butler made a motion to approve the nomination of Trustee Magali Limeta as the 2024 CSBA Delegate Assembly for Subregion 3-D (Marin County).

Motion made by: Debbie Butler

Motion seconded by: Greg Mack

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

15. CONSENT - 9 PM

a. Minutes of the Regular Meeting of December 5, 2023

Trustee Millerick made a motion to approve the Minutes of the Regular Meeting of 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 - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

b. Minutes of the Special Meeting of December 12, 2023

Trustee Millerick made a motion to approve the Minutes of the Special Meeting of December 12, 2023.

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

c. Personnel Action Report for December 19, 2023

Trustee Millerick made a motion to approve the Personnel Action Report for December 19, 2023.

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

d. Approval of the 2023-2024 Memorandum of Understanding with Boys and Girls Club for Expanded Learning Opportunity Program Food Expenses

Trustee Millerick made a motion to approve the 2023-2024 Memorandum of Understanding with Boys and Girls Club for Expanded Learning Opportunity Program Food Expenses.

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

e. Review and Approval of Board Policy Updates In the 0000 (Philosophy, Goals, Objectives and Comprehensive Plans) Series (1)

Trustee Millerick made a motion to approve the Board Policy Updates In the 0000 (Philosophy, Goals, Objectives and Comprehensive Plans) Series (1) which includes:

a. Board Policy 0410: Nondiscrimination in District Programs and Activities

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

a. Board Policy 0410: Nondiscrimination in District Programs and Activities

f. Review and Approve Board Policy, Administrative Regulation, and Exhibit Updates in the 1000 (Community) Series (3) - Second Readings

Trustee Millerick made a motion to approve the Board Policy, Administrative Regulation, and Exhibit Updates in the 1000 (Community) Series (3) - Second Readings) which includes:

a. Board Policy 1312.2 - Complaints Concerning Instructional Materials

b. Administrative Regulation 1312.2 - Complaints Concerning Instructional Materials

c. Exhibit (1) 1312.2 - Complaints Concerning Instructional Materials

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

- a. **Board Policy 1312.2 - Complaints Concerning Instructional Materials**
- b. **Administrative Regulation 1312.2 - Complaints Concerning Instructional Materials**
- c. **Exhibit (1) 1312.2 - Complaints Concerning Instructional Materials**

g. Review and Approval of Board Policy and Administrative Regulation Updates In the 1000 (Community) Series (2)

Trustee Millerick made a motion to approve the Board Policy and Administrative Regulation Updates In the 1000 (Community) Series (2) which includes:

- a. Board Policy 1312.3: Uniform Complaint Procedures
- b. Administrative Regulation 1312.3: Uniform Complaint Procedures

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

- a. **Board Policy 1312.3: Uniform Complaint Procedures**
- b. **Administrative Regulation 1312.3: Uniform Complaint Procedures**

h. Review and Approve Board Policy Update In the 4000 (Personnel) Series (1) - Second Reading

Trustee Millerick made a motion to approve the Board Policy Update In the 4000 (Personnel) Series (1) - Second Reading which includes:

- a. Board Policy 4215: Evaluation/Supervision

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes

Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

a. Board Policy 4215: Evaluation/Supervision

i. Review and Approve Board Policy and Exhibit Updates In the 5000 (Students) Series (2)

Trustee Millerick made a motion to approve the Board Policy and Exhibit Updates In the 5000 (Students) Series (2) which includes:

- a. Exhibit 5111 (1): Admission – Student Intent to Return Form
- b. Board Policy 5145.3: Nondiscrimination/Harassment

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

a. Exhibit 5111 (1): Admission – Student Intent to Return Form

b. Board Policy 5145.3: Nondiscrimination/Harassment

j. Review and Approve Board Policy and Administrative Regulation Updates in the 5000 (Student) Series (3) – Second Readings

Trustee Millerick made a motion to approve the Board Policy and Administrative Regulation Updates in the 5000 (Student) Series (3) – Second Readings 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: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes

Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

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

k. Review and Approve Administrative Regulation Update in the 6000 (Instruction) Series (1)

Trustee Millerick made a motion to approve the Administrative Regulation Update in the 6000 (Instruction) Series (1) which includes:

- a. Administrative Regulation 6146.11: Alternative Credits Towards Graduation

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

- a. **Administrative Regulation 6146.11: Alternative Credits Towards Graduation**

l. Review and Approve Board Policy Updates in the 6000 (Instruction) Series (2) – Second Readings

Trustee Millerick made a motion to approve the Board Policy Updates in the 6000 (Instruction) Series (2) – Second Readings 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 - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

a. Board Policy 6163.1: Library Media Centers

b. Board Policy 6178.2: Regional Occupational Center/Program

m. Approval of Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles per Board Policy 6153

Trustee Millerick made a motion to approve the Field Trip Requests of Overnight Field Trips and Trips Exceeding 100 Miles per Board Policy 6153 which includes:

- a. San Marin High School: Speech & Debate - Union City, CA; January 12-14, 2024
- b. Pleasant Valley Elementary School: 5th Grade - Walker Creek, CA; January 16-19, 2024
- c. Hamilton TK-8 School: 5th Grade - Walker Creek, CA; January 29, 2024 - February 2, 2024
- d. Novato High School: Cinematic Arts - Long Beach, CA; March 14-17, 2024
- e. San Marin High School: Music - Anaheim, CA; April 4-7, 2024

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

a. San Marin High School: Speech & Debate - Union City, CA; January 12-14, 2024

b. Pleasant Valley Elementary School: 5th Grade - Walker Creek, CA; January 16-19, 2024

c. Hamilton TK-8 School: 5th Grade - Walker Creek, CA; January 29, 2024 - February 2, 2024

d. Novato High School: Cinematic Arts - Long Beach, CA; March 14-17, 2024

e. San Marin High School: Music - Anaheim, CA; April 4-7, 2024

n. Ratify Quarterly Investment Report for Quarter Ending September 30, 2023 (Q3)

Trustee Millerick made a motion to ratify the Quarterly Investment Report for Quarter Ending September 30, 2023 (Q3).

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes

Diane Gasson - Yes

Julie Jacobson - Yes

Greg Mack - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

o. Approval to Dispose of Obsolete Textbooks/Instructional Materials

Trustee Millerick made a motion to approve of 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 - Yes

Ross Millerick - Yes

Magali Limeta - Yes

Abbey Picus - Yes

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

p. Approval to Dispose of Obsolete Property/Equipment

Trustee Millerick made a motion to approve of 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 - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

q. Ratify Warrant Register for Warrants Issued November 30, 2023 Through December 13, 2023

Trustee Millerick made a motion to ratify Warrant Register for Warrants Issued November 30, 2023 through December 13, 2023.

Motion made by: Ross Millerick

Motion seconded by: Abbey Picus

Voting:

Debbie Butler - Yes
Diane Gasson - Yes
Julie Jacobson - Yes
Greg Mack - Yes
Ross Millerick - Yes
Magali Limeta - Yes
Abbey Picus - Yes

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

16. ADJOURNMENT - 9:05 PM

The meeting was adjourned at 8:37 PM. The next Regular Board Meeting will be on January 16, 2024.

Magali Limeta

Vice President/Clerk

01/16/24

Date

