

MARIN COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Special Meeting
Wednesday, April 15, 2020
5:30 p.m.

The special meeting of the Marin County Committee on School District Organization (CCSDO) will be held on **Wednesday, April 15, 2020, beginning at 5:30 p.m.**

PLEASE NOTE: Due to Executive Order N-29-20, we will no longer offer an in-person meeting location for the community to attend public meetings.

You are welcome to join the meeting either by Zoom or by Phone. To join by phone: Dial (408) 638-0968; Meeting ID: 402 717 042#. You will then be asked for a Participant ID number - simply press # on your phone.

Here is the link to join via Zoom:

<https://zoom.us/j/402717042?pwd=dHhYSzdYc2lmb1dOcllUWj85QWxmZz09>; Meeting ID: 402 717 042;
Password: 398918

A G E N D A

- | | |
|------------------------------------|--------------|
| 1. Call to Order | Ms. Crockett |
| 2. Attendance/Introductions | Ms. Crockett |
| 2a. Committee Members by Roll Call | Ms. Mares |

ACTION ITEMS

- | | |
|---|--------------|
| 3. Consider Approval and Adoption of Agenda | Ms. Crockett |
| 4. Consider Approval of Minutes, CCSDO Meeting of November 20, 2019 | Ms. Crockett |
| 5. Appointment to Supervisorial District #5, due to resignation of
Committee member Jennifer Treppa, effective February 13, 2020 | Ms. Crockett |
| <ul style="list-style-type: none">• Mr. Derek Knell• Other | |
| 6. Administer Oath of Office | Ms. Mares |

INFORMATIONAL ITEMS

- | | |
|------------------------|-----------|
| 7. Informational Items | Ms. Mares |
|------------------------|-----------|

ADJOURNMENT

Ms. Crockett

Marin County Committee on School District Organization

Agenda Item #4

**Consider Approval of Minutes
CCSDO Meeting of November 20, 2019**

MARIN COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION
1015 7th Street, Novato, 94945

MARIN COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION
Special and Organizational Meeting
November 20, 2019
6:00 p.m.

Meeting Minutes

The Special Meeting of the Marin County Committee on School District Organization (CCSDO) was held on November 20, 2019 at 6:00 p.m., in the Board Room at the Novato Unified District Office, 1015 7th Street, Novato, 94945.

1. Call to Order Mr. Tanenberg

Vice Chairperson Tanenberg initially served as moderator in the absence of Chairperson, Stephanie O'Brien and called the meeting to order at 6:00 p.m. The meeting was held in the Board Room at the Novato Unified District Office, Novato.

Vice Chairperson Tanenberg stated that the primary purpose of meeting is to hold a Special and Organizational Meeting of the Marin County Committee on School District Organization.

Vice Chairperson Tanenberg asked if there was anyone wishing to address the county committee on items not listed on the agenda. No one wished to address the county committee at this time.

2. Attendance/Introductions Mr. Tanenberg
a. Committee Member Roll Call Ms. Mares

Committee Member	Present Y/N
Stephanie O'Brien, Chairperson	N
Stuart Tanenberg, Vice Chairperson	Y
Debbie Butler	Y
Elizabeth Robbins	Y
Jennifer Treppa	Y
Jim Lino	Y
Karen Crockett	Y
Kathy Ohm	Y
Raoul Wertz	Y
Richard Sloan	N
Robin Moses	N

A roll call vote indicated that a quorum was present.

Members of the county committee introduced themselves.

District Representatives: Kris Cosca, Superintendent, Novato Unified
Larry Ferchaw, Demographer, Cooperative Strategies

Staff members present: Terena Mares, Secretary Designee
Gavin Pugsley, Recorder

Members of the public present: Alan Harris

3. Administer Oath of Office Ms. Mares
County Committee Secretary Designee, Ms. Mares administered the oath of office to the newly elected members who were present, Karen Crockett and Elizabeth Robbins.
6. Election of Chair and Vice Chairperson Mr. Tanenberg

M/s Tanenberg / Butler elect Karen Crockett as Chairperson.
Motion carried/failed: Aye 8 No 0 Abstain 0 Absent 3

M/s Ohm / Robbins elect Stephanie O'Brien as Vice Chairperson.
Motion carried/failed: Aye 8 No 0 Abstain 0 Absent 3

Karen Crockett assumes role as Chairperson and carries the rest of the proceedings.

ACTION ITEMS

4. Approval and Adoption of Agenda Ms. Crockett
M/s Lino / Ohm approval of Agenda as submitted.
Motion carried/failed: Aye 8 No 0 Abstain 0 Absent 3
5. Approval of Minutes, CCSDO Meeting of October 21, 2019 Ms. Crockett
M/s Treppa / Lino approval of the Meeting Minutes, October 21, 2019.
Motion carried/failed: Aye 5 No 0 Abstain 3 Absent 3

PUBLIC HEARING – Novato Unified Trustee Area Elections

Newly elected Chairperson Crockett opened the public hearing on the Novato Unified School District Trustee Area Elections.

7. Informational Items Ms. Mares
Secretary Designee Ms. Mares provided an overview of the informational memo included in the agenda materials summarizing the background for Novato Unified District to seek changing its method of election from at large to trustee areas, demographics of the Novato Unified District, the role of the County Committee, and next steps.

In addition, the County Committee received the following informational materials:

5b. Novato Unified Proposal and Resolutions

- Novato Unified Proposal Letter
- Novato Unified Timeline Memo
- Novato Unified Resolution Proposal No. 24-2018-2019
- Novato Unified Resolution Proposal No. 19-2019/2020
- Novato Unified Resolution Proposal No. 20/2019-2020
- Exhibit A: Trustee Area Boundary Map and Demographics

5c. Education Code Sections

- Education Code Section 5019(c)(2)
- Education Code Section 5020
- Education Code Section 5021
- Education Code Section 5030

As part of the informational materials, Novato Unified shared a presentation with the County Committee on how the Trustee Areas and By-Area method of elections were established.

Newly elected Chairperson Crockett opened the floor for additional discussion of the resolution from the County Committee.

County Committee thanked the Novato Unified District for a very informative presentation.

Newly elected Chairperson Crockett closed the public hearing on the Novato Unified Trustee Area Elections.

8. Approval of the Marin CCSDO Resolution No: 002-2019 Establishing Trustee Areas and Alternate Method of Election for the Novato Unified School District Ms. Crockett

M/s Ohm / Tanenberg approval of the Marin CCSDO Resolution No: 002-2019 Establishing Trustee Areas and Alternate Method of Election for the Novato Unified School District
Motion carried/failed: Aye 7 No 0 Abstain 1 Absent 3

OTHER ITEMS

9. LAFCO Notices Secretary Designee, Ms. Mares stated that LAFCO notices received were reviewed by Legal Counsel and it was determined that there is no impact on school districts. Ms. Mares

10. Report of County Committee Members Ms. Crockett

11. Report of Secretary Designee of County Committee Ms. Mares

ADJOURNMENT

M/s Lino / Robbins to adjourn the meeting at 6:58 p.m.
Motion carried/failed: Aye 8 No 0 Abstain 0 Absent 3

Ms. Crockett

Marin County Committee on School District Organization

Agenda Item #5

Committee Member Resignation
Jennifer Treppa, Supervisorial District #5
Effective February 13, 2020

CCSDO

Jennifer Treppa <jhmt.659720@gmail.com>

Thu 2/13/2020 9:27 AM

To: Terena Mares <tmares@marinschools.org>

Good morning Terena

I am reaching out to let you know that I will be re-locating to the State of Washington in the next month or so, so I will have to step down from my position with the CCSDO.

Please let me know how you would like me to proceed. I assume a formal letter is best. I appreciate your guidance and support all these years.

Respectfully,

Jennifer Treppa

Together We Rise

Marin County Committee on School District Organization

Agenda Item #5

Mr. Derek Knell, Candidacy to Supervisorial District #5

- Nomination Form
 - Biography
- Statement of Intent

NOMINATION FOR MEMBERSHIP
MARIN COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

Date: April 2, 2020

I hereby nominate (Mr./Mrs./Ms.) Derek Knell, NUSD Trustee as a candidate for election to the Marin County Committee on School District Organization for the following vacancy:

1 Supervisorial District #5 (Novato)

The above-stated nominee resides at the following address:

Address: 491 Fairway Drive

City: Novato State: CA Zip: 94949

Phone: (415) 382-1340 Email: dknell@nUSD.org

I further verify that the nominee has given approval for his or her nomination.

Derek Knell
Signature

44 MARBLEHEAD LN.
Address

NOVATO (415) 382-1340
City Phone

The county superintendent of schools requests the nominee to submit a brief written statement, no later than **April 2, 2020**, on why he or she wishes to serve on the committee. The nominee is invited to attend the next meeting of the Marin County Committee on School District Organization (CCSDO).

Please submit this form to:

Marin County Office of Education
Attention: Terena Mares, CCSDO Secretary Designee
1111 Las Gallinas Avenue/P.O. Box 4925
San Rafael, CA 94913
tmare@marinschools.org | (415) 499-5805

Derek Knell— Novato Unified School Board Trustee

First elected to the Novato Unified School District Board of Trustees in 2006. Derek's community involvement reaches well beyond Education. He was a seven-year member of the San Rafael Canal Alliance board, serving as its Treasurer and has been an active member of organizations such as Rotary International, The East San Rafael Task Force, and The North Bay Council. Derek is married with two sons. Both graduates of the Novato public school system, where he has been actively involved for more than two decades.



He has coached all levels of youth athletics, including Novato High Varsity Football, and has been the President and Athletic Director for Novato Pop Warner. He has also been a Board Member for the Novato Lacrosse Club and served on the Board Directors for the Novato High School Boosters Club for five years.

He has worked diligently to pass both the 2001 and 2016 School facilities bond measures, as Co-Chair of the first campaign committee and then later as a Trustee. Before becoming a trustee, he served two terms on the District's Citizen's School Bond Financial Oversight Committee, where he helped to review and audit the construction and modernization of Novato's school sites.

As president of the board, he helped to oversee the transition to the new statewide funding system LCFF or the Local Control Funding Formula, along with the new Local Control Accountability Plan or (LCAP), while maintaining a Positive Financial Certification for the District.

As a trustee, his primary focus is on teaching and learning, as well as continuing to bring strong fiscal management and a deep commitment to Novato's children to ensure that our students receive the highest quality public education possible.

He is employed by California Integrated Media LLC, as Chief Operating Officer, a digital marketing, design, commercial printing, and mailing company, known for its commitment to serving nonprofits, businesses, and organizations throughout the Bay Area.

Derek Knell – 415-382-1340 – dknell@nUSD.org



NOVATO
UNIFIED
SCHOOL
DISTRICT

1015 Seventh Street, Novato, CA 94945 – (415) 898-5790

*Kris Cosca
Superintendent*

April 2, 2020

To Whom It May Concern,

I am applying for the vacant position representing Supervisorial District #5 (Novato) on the Marin County Committee on School District Organization.

As an elected school board trustee for the Novato Unified School District, I believe that I can make a positive contribution to the work done by this committee. As a trustee for fourteen years on the Novato School Board. Serving twice as its president has given me a comprehensive understanding of how public education works within the county of Marin and the state of California.

In addition to my duties as a Novato trustee, I have been a member of the Marin County Office of Education's Joint Legislative Action Committee (JLAC) for thirteen years, and its Co-Chair for the past four years. As co-chair, I have helped to steer the committee's priorities and represented our county's legislative concerns to our State Senator and Assemblyperson regularly.

I will be an attentive member of the committee, focused on the complex issues tasked to review and resolve, by sharing the values of collaboration, transparency, continuous learning, and commitment to diversity & inclusion. Furthermore, my work experience, technical training, commitment to community service, education, and interpersonal skills will enable me to serve as a member of the CCSDO committee.

Therefore, I would like to be considered for this position and to schedule an interview at your earliest convenience, along with my nomination form. I have attached a short biography for your review. Please do not hesitate to contact me if you have any questions regarding my work history, experience, or references.

I look forward to your reply.

Sincerely,

Derek Knell
Trustee, Novato Unified School District

dknell@nUSD.org - 415-382-1340

Marin County Committee on School District Organization

Agenda Item #5

Informational Items

- Map of District #5
- Roster of SDO Committee Members
- Policy Statement on Election of Members to the Marin CCSDO

Supervisory District #5, Novato

The 5th District includes the City of Novato and the unincorporated areas of Bel Marin Keys, Loma Verde, Black Point, Green Point and Indian Valley - with the exception of some areas of Western Novato, which are represented by Supervisor Dennis Rodoni, District #4.





MARIN COUNTY

OFFICE OF EDUCATION

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ROSTER OF CCSDO COMMITTEE MEMBERS

Name	Address	Email	Phone Res./Fax	Term Expires	Supervisory District
Debbie Butler	44 Marblehead Lane Novato, CA 94949	dbutler@nUSD.org	415-884-9268 (h); 415-806-3362 (c)	2021	5
Karen Crockett Chairperson	82 Creekside Drive San Rafael, CA 94903	karencrockett1@comcast.net	415-492-3424 (h); 415-717-5553 (c); 415-545-3778 (w)	2023	1
Robin Moses	341 Hazel Avenue Mill Valley, CA 94941	RobinBmoses@gmail.com	415-613-5795 (c)	2023	3
Stephanie O'Brien Vice Chairperson	237 Crescent Road, Suite 4 San Anselmo, CA 94960	sobrien@thinkdovetail.com	415-485-1196 (w); 415-699-7041 (c)	2022	At Large
Kathy Ohm	1009 Idylberry Rd. San Rafael, CA 94903	kathyohm@gmail.com	415-479-5693 (h); 415-902-5022 (c)	2020	1
Elizabeth Robbins	P.O. Box 1588 Ross, CA 94957	eliz.robbs@gmail.com	415-459-9331; 415-734-6449 (c)	2023	2
Jim Lino	55 Laurel Street / PO Box 719 Point Reyes, CA 94956	jimlino@gmail.com	415-269-1939 (c)	2022	4
Richard Sloan	P.O. Box 272 Woodacre, CA 94973	r.sloan@comcast.net	415-488-0902 (h)	2020	4
Stuart Tanenberg	895 Magnolia Avenue Larkspur, CA 94939-1124	Stuart.Tanenberg@yahoo.com	415-861-5001 (w); 415-924-5577 (h)	2020	2
VACANT	-----	-----	-----	2022	5
Raoul Wertz	21 Skyline Terrace Mill Valley, CA 94941	RaoulWertz@gmail.com	415-381-2121 (h); 415-381-3040 (c)	2021	3
Mary Jane Burke Secretary	P.O. Box 4925 San Rafael, CA 94913	mjburke@marinschools.org	415-499-5801 (w); 415-491-6624 (fax)		
Terena Mares Secretary Designee	P.O. Box 4925 San Rafael, CA 94913	tmare@marinschools.org	415-499-5805 (w); 415-491-6620 (fax)		

POLICY STATEMENT ON ELECTION OF MEMBERS TO THE MARIN COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

The following sections from the Education Code are pertinent to the election of members to the Marin County Committee on School District Organization:

Section 4003

In every county with six or more school districts or community college districts in the territory under the jurisdiction of the county superintendent of schools of the county, the county committee on school district organization shall have eleven (11) members.

Section 4005

(a) The county superintendent of schools shall call an annual meeting of the representatives of the governing board of each school district, elected pursuant to Section 35023, and the representatives of the governing board of each community college district, elected pursuant to Section 72403. This annual meeting shall be held between October 1 and December 1.

(b) The county superintendent of schools shall give notice of the annual meeting to the representatives of each governing board by prepaid mail addressed to the clerk or secretary of the governing board of each district. The notice shall be deemed sufficient and complete when deposited in the United States mail.

Section 4006

(a) Any vacancy created by the expiration of the term of office of a member of the county committee on school district organization shall be filled by the majority vote of the representatives of the governing boards at the annual meeting called and held pursuant to subdivision (a) of Section 4005.

(b) If the representatives fail to elect members to fill out the vacancies on the county committee pursuant to subdivision (a), the vacancies shall be filled by the county superintendent of schools.

(c) Vacancies on the county committee which occur prior to the expiration of the term of office of a member of the county committee, which are caused by the happening of any of the events specified in Section 1770 to the Government Code, shall be filled as follows:

- (1) In a county in which the members of the county committee are appointed by the county superintendent of schools, by the appointment of the county superintendent of schools.

- (2) In a county in which the members of the county committee are elected by the representatives of the governing boards, by the majority vote of the remaining members of the committee. However, if the remaining members of the committee do not fill the vacancy within 70 days of its occurrence, the county superintendent of schools shall fill the vacancy by his or her appointment.

Persons elected or appointed to fill a vacancy pursuant to this subdivision shall hold office for the remainder of the unexpired term.

Section 4007

No county superintendent of schools, employee of the office of a county superintendent of schools, employee of a school district, or employee of a community college district shall be a member of the county committee. Any member of the governing board of a school district or community college district in the same or any other county who is otherwise eligible may simultaneously serve as a member of the county committee.

Section 4008

At least two members of every county committee shall be elected from among the registered voters residing within each county supervisorial district in the county.

Section 4009

The term of each member of the county committee shall begin upon election pursuant to Section 4006 or upon appointment pursuant to section 4002, as appropriate, and shall be for four years.

After reviewing the above mentioned laws and after giving careful consideration to the suggestions offered by the trustee representatives, the school boards of the county, and various other groups and agencies, the County Superintendent has adopted the attached procedure for electing members to the Marin County Committee on School District Organization.

ELECTION OF MEMBERS TO THE
MARIN COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

NOMINATION PROCEDURE

Persons may be nominated for a vacancy on the county committee after July 1 of each year.

Any citizen of Marin County may nominate a person to serve on the Marin County Committee on School District Organization. Current County Committee members may nominate themselves.

Nominees must be 18 years of age or older, a citizen of the State of California, a resident of Marin County, a registered voter, and not disqualified by the Constitution or laws of the state from holding a civil office.

Neither the county superintendent of schools nor any member of his staff nor any employee of a school district shall be a member of the county committee.

School district governing board members are eligible to be county committee members.

Nominations from the floor may also be made during the annual meeting of the trustee representatives. All nominees must have given prior approval to their nomination.

Candidates who have not been nominated in accordance with the above procedure will not be eligible for election.

SUBMISSION OF STATEMENTS

Candidates may submit to the county superintendent of schools not later than 10 days prior to the annual meeting a statement of qualifications not to exceed 150 words. The county superintendent of schools shall cause all such statements to be prepared and distributed to all trustee representatives, schools boards and school district superintendents. The statements will also be available for inspection in the Marin County Office of Education.