



Novato Unified School District

Formation of the Facilities Advisory Committee

December 03, 2024

Multi-Year Process Where We Are Now

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California School Board Association (CSBA) EWF 2.0 Advance Training Stages



Staging Plan Update

- 1. Authorized engagement with neighboring and associated organizations.**
Held initial meeting with Charter School, sent inquiries to City Staff, MC Library, and Community Action Marin, asking for their details on internal processes, timeline requests, and considerations they may want to include in official Letters of Interest.
- 2. Establish a Facilities Advisory Committee to formally identify surplus properties and begin the application process for state-required waivers.**
Held initial organization meeting with F3 counsel and started public outreach and membership recruiting process. Scheduled committee meeting dates and draft Agendas
- 3. Formation of EWH Development Projects Team and Subcommittees to pursue entitlement options and exploration of funding sources.**
Working with CSBA EWH Advanced training staff for RFP development instruction and finding Entitlement and Finance consultants. Collaborated with Mathew Hymel, County JPA's new Executive Director, to discuss their search and RFP for an Affordable Housing Finance Consultant.
- 4. Regular Progress Updates:**
Established a schedule for regular community newsletters and started scheduling presentations with local service clubs and community organizations.

Facilities Advisory Committee Formation Steps

The committee's purpose is to provide recommendations to the NUSD Board of Trustees, based on community input, regarding the use or disposition of school buildings, spaces, or properties deemed unnecessary for school purposes, as outlined in Education Code Section 17388.

- 1. Committee Membership Recruitment and Selection**
- 2. Schedule Meeting Dates to follow the State-designated process**
- 3. Resolution for the formation of the committee**

FAC Membership Selection

Community Outreach Process

To ensure broad representation and compliance with legal requirements, District staff conducted a broad community recruitment campaign using the following outreach methods:

- NUSD's social media platforms (Facebook, Instagram, NextDoor).
- A dedicated Facilities Advisory Committee webpage and banner on NUSD's website.
- Email outreach to NUSD staff, parents, guardians, and those on the EWH public notification list.
- A press release to local media.
- Public notices in the Marin Independent Journal.
- Physical postings at the District Office.

FAC Responsibilities

Committee Meetings and Responsibilities

Once convened, the Facilities Advisory Committee (FAC) will schedule three meetings, with the option to add more if needed. California law also designates the specific duties of a FAC Committee (Education Code § 17390) outlined as follows:

- Gathering community input through public hearings
- Receiving district staff & legal presentations on the District's:
 - Budget
 - Demographics
 - Facilities
 - Recommendations to the Board about declaring school properties as surplus

Scheduled Facilities Advisory Committee Dates

1. January 15, 2025: Open Session at 6:00 PM
2. February 5, 2025: Open Session at 6:00 PM
3. February 26, 2025: Open Session at 6:00 PM
4. March 12, 2025: Open Session at 6:00 PM (if needed)

FAC Formation Resolution

Resolution for the Formation of a Property Facilities Advisory Committee and the Appointment of Members.

- Pursuant to the California Education Code and Government Code, there are certain procedural requirements the District must follow before declaring any real property surplus and offering such property for sale or lease



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Questions