

# Nicasio School District

Since 1862

Board of Trustees

Michelle Rutledge, *Board President* ~ Elaine Doss, *Trustee* ~ Mark Burton, *Trustee*

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## MINUTES

### Special Meeting of the Nicasio School District Board of Trustees

**Tuesday, August 11, 2020 10:00am**

Meeting held via videoconference pursuant to Executive Order N-25-20 issued by California Governor Gavin Newsom on March 12, 2020. Videoconference access information was posted on the District website:  
<http://www.nicasioschool.org/index.php/school-board/board-meetings>

#### 1. **OPENING BUSINESS**

- a. Call to Order *at 10:03 am*
- b. Roll Call *Present (via videoconference): Trustees Mark Burton and Michelle Rutledge*  
*Absent: Trustee Elaine Doss Also in attendance (via videoconference): Interim Superintendent Nancy Neu, Principal Barbara Snekkevik, Chief Business Official Margie Bonardi, District Secretary/Office Manager Mikki McIntyre and Ken Lippi, Assistant Superintendent, Marin County Office of Education*
- c. Patriotic Moment observed in recognition of the current challenging times, and in gratitude for having such a dedicated team with whom to face those challenges.

#### 2. **Approval and Adoption of Agenda**

Action: **M/S: Burton/Rutledge** to approve and adopt Agenda **Vote: 2/0** Ayes: Burton and Rutledge; Noes: None

#### 3. **Reports**

- a. **Report on 2020-21 School Re-Opening Plan** *Interim Supt. Nancy Neu and Principal Barbara Snekkevik reported the following:*
  - Interim Supt. Neu expressed appreciation to all for joining the meeting. She said school re-opening parameters have changed in recent weeks and more changes may result from tomorrow's (Aug. 12<sup>th</sup>) update from the Marin County Department of Public Health.
  - Meetings have been held with Nicasio School staff and parents, and the current plan is for classes to begin next week via distance learning.
  - Interim Supt. Neu said Assistant Supt. Lippi is very knowledgeable about the requirements and is in attendance to answer any questions the Board may have.
  - Principal Snekkevik expressed appreciation to the staff for keeping up with the rapidly changing re-opening plan and for staying focused on the needs of students. She seconded Trustee Rutledge's sentiment about not wanting to navigate this uncharted journey with any team other than Nicasio School's.
  - Among changes since June in the school re-opening plan, Marin County now has to come off the governor's watchlist and remain so for three weeks before schools can reopen. As a result, Nicasio School will begin remotely on August 20.
  - The K-8 requirement for instructional minutes is now 240 minutes daily, which have been broken down neatly into four one-hour segments on the master schedule. Time is built-in to assist students who need extra instructional help. There is also time

included for teacher preps, and additional cleaning and sanitizing by staff. The schedule will be used for both in-person and distance learning instruction.

- Assistant Supt. Lippi inquired about continued collaboration with the San Geronimo Valley Community Center on afterschool transportation and activities for students.
- Principal Snekkevik said she has been in touch with SGVCC staff and hopes to continue that partnership when schools re-open.
- She said another change (for Board consideration on this agenda) is to move a professional development day from October to August 19, thus allowing more online learning prep time for teachers. She noted that MCOE has been very helpful, not just with COVID-19 information, but also with online learning resources. She said the proposed shift in the calendar will allow teachers to collaborate and successfully launch classes on August 20.
- Assistant Supt. Lippi inquired about details of the online instruction schedule. Principal Snekkevik said the online schedule will follow the master schedule, noting that while it is unrealistic to expect students to spend 240 minutes per day in front of a computer, there will be mandatory taking of attendance and student participation requirements.
- In response to questions about unfavorable reviews of Google Classroom last spring, Assistant Supt. Lippi said schools initially had to launch into online instruction with little training or preparation. He said Google Classroom is better formatted now and that MCOE has been able to provide significant training to teachers about the intricate facets of the platform.
- A teacher in attendance inquired whether there was flexibility in allowing online instruction to be conducted from home due child care issues. Interim Supt. Neu said these are challenging times for everyone, noting that while the goal is to bring students in for small group, targeted instruction and assessments, the District will work with staff to make it work specific to individual circumstances.

#### 4. Action

- a. **Consider Approval of 2020-21 School Site-Specific Protection Plan** *Discussion:* Principal Snekkevik said the 30-point plan was adopted from the template shared with the Board in June detailing how the District will safely return to in-person instruction.
  - Assistant Supt. Lippi commended the District for doing a great job on the plan, and said that while it is very good, new requirements necessitate the addition of a few more specifics. Among them, a re-opening plan task force needs to be identified to ensure that feedback was obtained from specific groups regarding each step of the plan. Specifics of hand washing also need to be detailed, as well as specification of routes for traveling into and out of the school campus.
  - The District 's current plan looks solid but there will be a bit more work to do once the new template is made available. The final plan needs to be presented to all stakeholders. Not everyone has to agree on the plan, but it is advisable that there is not significant stakeholder division on the idea of re-opening. Completion of these requirements will satisfy the elements the District needs to have in place to apply for a waiver to re-open grades K-6. Because grades 7 and 8 would need to stay in distance learning mode, a waiver may not work for the District.
  - Principal Snekkevik detailed the logistics for student arrival and dismissal, lunch, recess, separation of cohorts, hand washing, health screening, restroom use, social distancing, masks and face shields. The District is researching customization of face shields with fabric that may replace the need for a face mask. The shields would be

more comfortable than masks, more conducive to learning and would better accommodate the lip-reading needs of a hearing impaired staff member.

- Interim Supt. Neu commended Principal Snekkevik for doing such a great job on the plan.
- Board President Rutledge expressed appreciation for the flow chart detailing how to respond to various Covid-19 exposure and contraction scenarios, noting that it is helpful for parents to see when people will need to stay home. Assistant Supt. Lippi said a new version of that flow chart will be released tomorrow morning (August 12).
- Principal Snekkevik thanked MCOE, Assistant Supt. Lippi and the county's public health department for all of the support and resources the District has received. Assistant Supt. Lippi said it is an honor working with Interim Supt. Neu and Principal Snekkevik, and to serve the District.
- Board President Rutledge said she has never been more proud to be a part of the District's team, noting that every member is amazing. She said she wishes everyone could attend Nicasio School.

**Action:** **M/S: Burton/Rutledge** to approve 2020-21 School Site-Specific Protection Plan

**Vote: 2/0** Ayes: Burton and Rutledge; Noes: None

- b. **Consider Approval of 2020-21 Agreement between Nicasio School District and Marin County Office of Education for Support from the Superintendent for Business Services**

**Action:** **M/S: Burton/Rutledge** to approve 2020-21 Agreement between Nicasio School District and Marin County Office of Education for Support from the Superintendent for Business Services **Vote: 2/0** Ayes: Burton and Rutledge; Noes: None

- c. **Consider Approval of Revised 2020-21 School Calendar**

**Action:** **M/S: Burton/Rutledge** to approve Revised 2020-21 School Calendar **Vote: 2/0** Ayes: Burton and Rutledge; Noes: None

5. **Conclusion**

**Action:** **M/S: Burton/Rutledge** to adjourn meeting at 10:58am **Vote: 2/0** Ayes: Rutledge, Burton; Noes: None

**Respectfully Submitted,**

**Mikki McIntyre**

☐ Unadopted ☒ Adopted

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**Elaine Doss, Board Clerk**