

# Nicasio School District

Since 1862

Board of Trustees

Elaine Doss, *Board President* ~ Daniel Ager, *Trustee* ~ Mark Burton, *Trustee*

---

## MINUTES

Annual Organizational Meeting of the Nicasio School District Board of Trustees

**Tuesday, December 14, 2021 5pm**

*5555 Nicasio Valley Road, California*

This meeting was 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 5:03pm
- b. Roll Call *Present* (via videoconference): **Trustees Elaine Doss, Mark Burton and Daniel Ager** *Also in attendance (via videoconference): Interim Superintendent Nancy Neu, Principal Barbara Snekkevik, Chief Business Official Margie Bonardi and District Secretary Mikki McIntyre.*
- c. Patriotic Moment observed in the hope that our democracy will prevail.

### 2. Approval and Adoption of Open Session Agenda Action: M/S: Burton/Ager to approve and adopt Agenda **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None

### 3. Reports

- a. Trustee/Superintendent/Principal Announcements
  - Interim Supt. Neu reported the following:
    - At the 12/1 Superintendents meeting, Dr. Lisa Santora reported that 85% of Marinites ages 12 and up are fully vaccinated, and 62% of those ages 5-11 have received at one dose of the vaccine. She also described a Covid outbreak at a Larkspur-Corte Madera school, citing it as an example of what can happen if Covid prevention guidelines and protocols are not strictly followed. Additionally, the Pfizer vaccine booster has received FDA approval for 16-17 year-olds.
    - It is expected that Covid vaccinations may be mandated for students and staff in the 2022-23 school year. At this time medical and personal belief exemptions will be permitted.
    - School districts are encouraged to implement a local vaccine mandate. MCOE has already issued such a mandate for its staff.
    - Everyone is encouraged to follow the Covid prevention guidelines during the holidays. Rapid antigen tests have been distributed to all schools, and all staff and students are expected to test before returning to school from the holidays.
    - Interim Supt. Neu and Principal Snekkevik have worked shifts at the youth “superpod” vaccine clinics, organized in partnership with Marin Health Department, MCOE and Safeway’s pharmacies. It is a very impressive, coordinated effort that Mary Jane Burke has been very involved with.
    - All of the District’s 7<sup>th</sup> and 8<sup>th</sup> grade students are fully vaccinated. A trustee requested a vaccination rate update for the next meeting.

- California State Senator Mark McGuire spoke to the countywide superintendents about the proposed 230-unit San Quentin school staff housing project. He expressed interest in meeting with any other district that has available property. The state and federal governments will partner with the districts to acquire the property, and will fund housing projects for staff. At least three districts intend to follow up with him.
- Senator McGuire also talked about next year's funding. There will be a pool of one time funds for another year, which means the pension increase will be covered next year with one-time funds. He also discussed the issue of special education and the encroachment. The deficit of special education funding in the county is more than that of all of the bonds combined. It is an issue he is very aware of, and committed to finding a long-term fix.
- Principal Snekkevik reported the following:
  - Events & Activities: Veterans Day, Nov. 11, Spirit Day: Patriot's Day, Nov. 12, End of Trimester 1 & Early Dismissal, Nov. 12, Thanksgiving Recess, Nov. 22-26, Square 1 Art Fundraiser (coordinated by Nancy Lunny) raised \$244, All-School Assembly, Nov. 29, December's Life Skill: Confidence, Parent-Teacher Conferences, Dec. 1-2, Toy Drive for Marin County Sheriff's Dept., Ongoing participation in BinaxNOW Rapid Antigen Testing (CDPH program), CDPH Return-From-Break iHealth Rapid Antigen Testing Program (one test kit per student/staff member)
  - Staff Updates: Open position for Instructional Assistant, On-going Public Health Liaison meetings (weekly), MCFL Kindergarten story time after school on Tuesdays with Iris ends 12/14
  - Site Updates: Zero Waste Marin School Program - waste audit Nov. 8, Septic inspection report received
  - Upcoming Events: Student Council Raffle, Dec. 13-16, Holiday Craft Faire, Dec. 16, Winter Performance (*Frozen*), Dec. 16, Spirit Day (Pajama Day) & Noon-Dismissal, Dec. 17, Winter Recess, Dec. 20- Jan. 2, Teacher Work Day, Jan. 3, Students return to school, Jan. 4, Martin Luther King Jr. holiday, Jan. 17
- Trustee Burton reported the following:
  - The "Better Together Marin" group he described participating in last month seems to have switched its focus to that of a watchdog group as various district consolidations are considered. He does not expect much to come about on that topic in the near future.

#### 4. Governance

- a. Annual Organizational Meeting of the Board of Trustees in Accordance with Ed. Code #35143
  - Election of Officers to the Board of Trustees *Discussion:* Interim Supt. Neu explained that annual meetings now need to occur before Dec. 15, and this year, the District doesn't have anyone to swear-in, but this is when that would occur if it did. She said that in the past, the annual Board calendar was approved at this meeting, but it was decided it would make more sense to approve the calendar at the end of the academic year (i.e. June) for the following year.  
*Action:* **M/S: Burton/Doss** to elect Elaine Doss, President; Mark Burton, Clerk; and Daniel Ager, MCSBA **Vote: 3/0** Ayes: Doss, Burton, Ager; Noes: None

#### 5. Public Comment There were no public comments.

## 6. Consent Agenda

- a. Approval of Minutes: November 4, 2021 Regular Meeting of the Board of Trustees
- b. Ratify Warrants Paid: November, 2021  
**Action:** **M/S: Burton/Ager** to approve Consent Agenda **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None

## 7. Action

- a. 2021-22 First Interim Report *Discussion:* CBO Bonardi presented the report. She reported total first interim revenues of \$1,220,996 and expenditures of \$1,277,853, with a net fund balance decrease of \$56,857. Interim CBO Bonardi noted that the District is spending more money than it is earning, however, it is spending down one-time funding it received last year. The one-time federal funds are intended to mitigate impacts of Covid, such as janitorial, testing supplies, staff development, etc., and the District opted for staff development. The District is still considering what to do with state funding for extended learning opportunities. It is challenging to find local agencies that can provide services that extend the school day and add a summer program. It is unclear whether the funds can be used for planning or if they must be used for program implementation. The District will include initial funding to plan the program in the budget. The county is conducting meetings regarding what these programs will look like. The same holds true for the school lunch program. CBO Bonardi said the District's largest expenditures right now are its services costs for contracting with MCOE for Special Education. It is one expenditure that cannot be predicted precisely, she said, noting that over the last three years, the District has actually lost special education students, thereby lowering its costs, but that will not be determined for this year until second interim. She summarized that overall, when looking at the multiyear projections, the District is doing really well, and is meeting every benchmark for reserves. The District's audit was just completed and will be presented to the Board at the February meeting.  
**Action:** **M/S: Burton/Ager** to approve 2021-22 First Interim Report **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None
- b. Disposal of Instructional Materials *Discussion:* Interim Supt. Neu said the principal and staff have gone through the curriculum and set aside outdated instructional materials along with other unusable equipment/supplies for the Board's approval for disposal.  
**Action:** **M/S: Burton/Ager** to approve Disposal of Instructional Materials **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None
- c. Consider Capacities for Interdistrict Transfer Attendance into Nicasio School District for 2022-23 *Discussion:* Interim Supt. Neu said that the Board reviews capacity limits annually for classroom configurations for Interdistrict Transfer Attendance for the following year. She noted that the goal is to maintain a balance of grades. Staff is recommending maintaining current capacities.  
**Action:** **M/S: Burton/Ager** to Approve Maintaining Existing Classroom Capacities for Interdistrict Transfer Attendance into Nicasio School District for 2022-23 **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None
- d. Educator Effectiveness Block Grant Proposal *Discussion:* Principal Snekkevik explained that the District is allocated a California Block Grant of \$13,673, and with an anticipated transitional kindergarten program expansion, the decision was made to earmark the funds

for coaching and mentoring of staff. Interim Supt. Neu added that more information about transitional kindergarten will be provided at the February Board meeting.

**Action: M/S: Burton/Ager** to Approve the Educator Effectiveness Block Grant Proposal

**Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None

- e. Proposed 2022-23 Annual Calendar

**Action: M/S: Burton/Ager** to Approve Proposed 2022-23 Annual Calendar **Vote: 3/0** Ayes:

Doss, Burton and Ager; Noes: None

- f. Updated Brown Act Teleconferencing/Virtual Meeting Requirements (AB 361) *Discussion:* Interim Supt. Neu said there is no new update mandating a return to in-person meetings, however, the Board would need to vote if they want to conduct the next meeting by teleconference. A trustee said that since the state has issued a new mask mandate, it would be prudent to hold the next meeting remotely.

**Action: M/S: Burton/Ager** to Approve Conducting February Board meeting via Zoom **Vote:**

**3/0** Ayes: Doss, Burton and Ager; Noes: None

#### 8. Correspondence

- a. Certification of 2020-21 Unaudited Actuals, Kate Lane, MCOE Assistant Superintendent, October, 15, 2021

#### 9. Conclusion

- a. Agenda items for upcoming Board Agenda

- Update on Transitional Kindergarten
- Vaccination Rate Update
- SARC
- June 30, 2021 Audit Report

- b. Adjournment

**Action: M/S: Burton/Ager** to adjourn meeting at 6:06pm pm **Vote: 3/0** Ayes: Doss, Burton, Ager; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted    ☐ Adopted

---

Mark Burton, Board Clerk