

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 15, 2020 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.

1. **Opening Business**

- a. Call to Order at 5:04pm
- b. Roll Call *Present (via videoconference): Trustees Elaine Doss, Mark Burton, Michelle Rutledge and Daniel Ager Also in attendance (via videoconference): Interim Superintendent Nancy Neu, Principal Barbara Snekkevik, Chief Business Officer Margie Bonardi, District Secretary Mikki McIntyre and Marin County Superintendent of Schools Mary Jane Burke*
- c. Patriotic Moment in recognition of the truly peaceful “transfer of power” from Trustee Rutledge to Trustee Ager.

2. **Approval and Adoption of Open Session Agenda**

Action: M/S: Burton/Doss to approve and adopt Agenda Vote: 3/0 Ayes: Doss, Burton and Rutledge; Noes: None

3. **Reports**

a. **Trustee/Superintendent/Principal Announcements**

- Interim Sup. Neu reported the following:
 - Last week, the countywide superintendents group met with Drs. Willis and Santora. Information from the meeting is posted on the MCOE website. The biggest area of concern for Marin County is the equity health index, with Novato being the area that has seen the greatest rise in Covid-19 cases.
 - The county has moved back into the purple tier, which has prompted another stay-at-home order. The state now mandates that kids playing on sports teams must wear masks for all outdoor sports other than swimming.
 - Next week, Marin County will be one of two counties in the state to begin pilot testing for the Covid-19 antigen.
 - Dr. Willis said it is unlikely the county will move out of the purple tier in time for secondary schools to re-open on January 4.
 - If the county remains in the purple tier, guidelines will change to require staff testing once per week. If it moves to red, testing will be every other week. This is a reassurance tool to make the community feel safer. Testing by Curative Labs is being set up in six locations countywide and will be open five days per week.

- The three changes for the 30-point School guidelines of the Site Specific Protection Plan (SSSPP) are: 1) monthly testing of staff; 2) assess indoor air quality; and 3) all students will need to wear masks, but students and staff can take brief mask breaks.
- Eighty-eight percent of Marin County schools are open with at least one program or more. There has been very little transmission in the schools. If a school is already open before the latest shutdown, it can stay open.
- Principal Snekkevik presented her report as follows:
 - The SSSPP will be revised as noted by Interim Supt. Neu.
 - A letter was sent to all families regarding the stay-at-home order, new guidelines about quarantining after high risk activities, and the county's latest Covid19 exposure decision tree.

b. Water System Update

- SWRCB Citation No. 02_18_20C_090 Disinfection Byproducts Maximum Contaminant Level Violation for First and Second Quarter 2020 *Information:* Interim Supt. Neu and Principal Snekkevik described the citation as one of several in recent years that have resulted from extensive contact time with chlorine during the water purification process that should be resolved once the district receives approval and funding from the state to upgrade the drinking water filtration system.

4. **Governance**

- a. Oath of Office for Incoming Trustee Daniel Ager *Discussion:* MCOE Supt. Burke thanked Trustee Rutledge for her service and for her common sense approach to district governance. She also expressed appreciation to Trustees Burton and Doss and the District's administrative team and staff for their contributions to students and their families. She noted that vaccinations are coming in January, thus providing an opportunity for all educators in Marin to get vaccinated. Supt. Burke welcomed Trustee Ager to the governance team, thanked him for his willingness to serve, and administered the Oath of Office to him. She noted that these are interesting times and encouraged the trustees to consider opportunities for more collaboration with other districts in the future.
- b. Annual Organizational Meeting of the Board of Trustees in Accordance with Ed. Code #35143
- Election of Officers to the Board of Trustees
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
 - Establish Regular Board of Trustees Meeting Schedule
There was no action: Item tabled until February 4, 2021 meeting when a draft schedule will be presented.
- c. Recognition of Outgoing Trustee Michelle Rutledge *Discussion:* Interim Supt. Neu welcomed Trustee Ager to the Board. She then thanked Michelle Rutledge for being an outstanding, top-notch Board president and trustee. She said Michelle's insight and support have been invaluable. Noting that the job is much more of a commitment than most people realize, Interim Supt. Neu said Michelle has always been thoughtful and professional in her role on the Board. Trustee Burton commended Michelle for her hard work on updating board policies. Principal Snekkevik said Michelle has been a constant source of support from the moment she interviewed for her job as principal. She thanked Michelle for always being willing to step in and help. Michelle was presented with a gift of appreciation, a painting by Nicasio School Art Specialist Janis Yerington.

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

6. **Consent Agenda**

- a. Approval of Minutes: November 5, 2020 Regular Meeting of the Board of Trustees
- b. Ratify Warrants Paid: November, 2020
- c. Approve Interdistrict Transfer Request into Nicasio School District for 2020-21
 - IDT# 20-21-17
- d. Personnel Action

Action: M/S: Burton/Doss to approve Consent Agenda **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None

7. **Action**

- a. Consider Approval of 2020-21 First Interim Report *Discussion:* CBO Bonardi presented her report. Overall revenues increased by over \$44,000, including approximately \$18,000 in federal learning loss mitigation funds to offset the impact of Covid-19. Those funds were used for student Chromebooks, staff laptops and other devices, PPE equipment, and substitute janitorial staff for Covid-19 cleaning. The District is not deficit spending at this time. The District has a healthy reserve of 38%, which should help weather anticipated reductions in state and federal programs over the next two years. The District also has a parcel tax reserve of \$45,000 due to a salary savings. That total may grow to \$90,000 next year. The District can determine how to use those funds where needed most if there is a reduction in funding from NS Foundation. It is anticipated that the District will enter salary negotiations with teachers for 2019-20 and 2020-21. Interim Supt. Neu will meet with CBO Bonardi after the New Year to discuss what the District can recommend.

Action: M/S: Burton/Doss to approve 2020-21 First Interim Report **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None

- b. Consider Approval of Revised LCFF Budget Overview for Parents *Discussion:* CBO Bonardi said this revised budget overview for parents is an LCAP- related item even though there was no LCAP this year. It highlights what the District is spending to address the needs of students who are distance learning.

Action: M/S: Burton/Doss to approve Revised LCFF Budget Overview for Parents **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None

- c. Consider Approval of Revised 2020-21 Learning Continuity and Attendance Plan *Discussion:* Principal Snekkevik said the revised plan resulted from technical changes that needed to be made to the plan approved by the Board in September. Interim Supt. Neu commended Principal Snekkevik for doing an exceptional job on the plan.

Action: M/S: Burton/Doss to approve Revised 2020-21 Learning Continuity and Attendance Plan **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None

- d. Consider Approval of Capacities for Interdistrict Transfer Attendance into Nicasio School District for 2021-22 *Discussion:* Interim Supt. Neu said Principal Snekkevik consulted with staff to confirm agreement on classroom capacities for purposes of interdistrict transfer. She said BP/AR 5117 is the District's guiding document when considering IDT requests.

Action: M/S: Burton/Doss to approve maintaining current capacities for interdistrict transfers in 2021-22. **Vote: 3/0** Ayes: Doss, Burton and Ager; Noes: None

8. **Conclusion**

a. Agenda items for upcoming Board Agenda

- SARC
- 2021-22 Board Meeting Schedule
- Water Update
- School Safety
- 2021-22 Annual Calendar
- Williams Report

b. Adjournment

Action: M/S: Burton/Doss to adjourn meeting at **6:37pm** pm **Vote: 3/0** Ayes: Doss, Burton, Ager; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☒ Adopted

Mark Burton, Board Clerk