

**NICASIO SCHOOL DISTRICT
BOARD OF TRUSTEES**

MINUTES

~ Regular Meeting ~

Thursday, June 1, 2017 5:00 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA
and
Jason Snell *via Skype:*
Bad Robot 1221 Olympic Blvd. Santa Monica, CA 90404 Room 118

Initial Matters

- a. **Call to Order** at 5:06pm
 - a. **Roll Call** In attendance: **Trustees Madeleine Sloane, Michelle Rutledge** and *(via phone)* **Jason Snell**. Also in attendance: **Superintendent Tom Lohwasser, Principal Barbara Snekkevik, MCOE Senior Business Director Kate Lane** and **Office Manager Mikki McIntyre**
2. Open Session Agenda
- a. Patriotic Moment in deep gratitude to all the men and women who have served this country and those who have given their lives for our country.
 - b. Approval and Adoption of Open Session Agenda
Action: M/S: Rutledge/Snell to approve and adopt Open Session Agenda **Vote: 3/0**
Ayes: Rutledge, Sloane, Snell; Noes: None
3. Public Comment
- a. A parent inquired about the status of the Spanish program for 2017-18. Principal Snekkevik responded that applications are still being accepted for both the Spanish and PE specialist positions, and that interviews are scheduled for the upcoming week.
4. Consent Agenda
- a. Approval of Minutes: May 4, 2017 Regular Meeting of Board of Trustees
 - b. Ratify Warrants Paid: April 29-May 24, 2017
 - c. Approve IDT Request Out of Nicasio School District (NSD) for 2017-18
 - i. IDTX 17-18-03
- Action: M/S: Rutledge/Snell* to approve Consent Agenda **Vote: 3/0** *Ayes: Rutledge, Sloane, Snell; Noes: None*
5. Facilities
- a. Broadband Fiber Optic Network Proposal for Nicasio School (*This item was heard out of agenda order.*)
Action: M/S: Rutledge/Snell to approve moving agenda item #9a forward on the agenda

Vote: 3/0 Ayes: Rutledge, Sloane, Snell; Noes: None)

Discussion: Community member Eric Blantz and INYO Networks project manager Ron Volker provided the Board with an overview on the community-wide campaign to bring a fiber-optic broadband Internet project to Nicasio. Eric said the vision is to involve the community in a program to support world-class connectivity to the school (with better service) without costing the district anything. He said that in working with INYO, the community secured a grant to tap into existing fiber-optic capacity and extend it directly into a large percentage of the homes as well as to Nicasio School. An additional \$1 million was needed to fund the project and the community quickly stepped up to donate those funds, according to Eric. He said the proposed project, in partnership with INYO, would bring to the school an alternative to the AT&T Internet service it currently receives via the Marin County Office of Education (MCOE). Eric noted that when the district's contract with MCOE comes up for renewal next year, INYO hopes to have a better plan available. There was discussion about technical considerations and a proposed rebate structure. Ron Volker described the forms of subsidies the school could pursue, citing INYO's experience in developing successful programs for bringing Gbps connectivity to schools. Supt. Lohwasser cautioned that the protection of student privacy should be a prime consideration of any effort to provide Internet connectivity to all students. Mark Tong will confer with Dane Lancaster regarding the technical issues. Eric said there are several hurdles yet to be overcome before actual funds are collected i.e. securing of bonds, permits, etc. Trustee Sloane thanked Eric and Ron for their presentation.

6. Reports & Announcements

a. Water System Update

Holly McArthur said that although she had previously reported the completion of the application to the state for funding of the water project, she later learned that a few additional environmental reports are required. Those reports are now underway, she said, adding that the District's portion of the application is now finished.

b. Nicasio School Foundation Update

NS Foundation President Mark Burton reported year-to-date fundraising results of \$53,826, which is 98% of NSF's goal for 2016-17. He said NSF would be able to fulfill the school's request for funding of programs in 2017-18, adding that there might also be funds available to support the Internet phone project if needed. Mark said new members are needed for the Foundation Board, citing the imminent departure of at least two board directors. Mark reported a substantial increase in the donation participation rate by school households in recent years. He said when he came onto the Board, the rate was 17% compared to a 95% participation rate by families in 2016-17. He added that NSF is also trying to raise \$60,000 for five years for the broadband project, which would result in a 50% rebate to the District.

c. Principal's Report Principal Snekkevik provided her report.

Regarding the effectiveness of the school's Spanish program, an alumni parent said that her children went into Spanish 2 as 9th graders. She said Nicasio School's Spanish

program effectively get students where they need to be in high school. Trustee Rutledge noted that Cascade School uses an online Spanish Program, "Viva en Espanol."

- d. Superintendent's Report
 - i. Supt. Lohwasser said he appreciates Principal Snekkevik's enthusiasm for her new role as principal.
 - ii. He said the governor's May budget revision would not yield much for Nicasio School in the current school year, but some extra funds are expected for 2017-18.
- e. Trustees' Report
 - i. With regard to the parent survey results indicating 19% of parents who felt the Board does not communicate with parents sufficiently, Trustee Rutledge said she would like to figure out a way to improve that. A parent in attendance requested that the monthly Board minutes be "pushed" in E-Blast communications to parents.
7. Public Hearing on the Nicasio School District 2017-18 Local Control Accountability Plan: The Board will hold a public hearing to solicit the recommendations and comments of members of the public regarding the specific actions and expenditures proposed to be included in Nicasio School District's 2017-18 Local Control and Accountability Plan.
 - a. The public hearing opened at 5:51pm. Principal Snekkevik provided a summary of the topics that were covered with parents. Comparing the current year LCAP draft with last year's document, she said there are now two fewer goals – one was removed, and one was 'absorbed' into another goal. Two additional action items on the plan are 1) the creation of student study teams; and 2) implementation of a school-wide social emotional program for grades K-8 that is focused on community building. There was no public comment. The hearing closed at 5:54pm.
8. Public Hearing on the Nicasio School District 2017-18 Proposed Budget: The Board will hold a public hearing regarding the Nicasio School District 2017-18 Proposed Budget, including disclosure of the District's ending fund balance reserves and the District's statement of reasons to substantiate the need for reserves that are higher than the minimum recommended reserve.
 - a. The public hearing opened at 5:54pm. Kate Lane provided a budget overview, explaining the she and Interim CBO Margie Bonardi worked closely together on the multiyear projections (MYP). Kate reported the following:
 - o A 2% property tax growth rate was used as a conservative projection.
 - o The District runs on a \$1 million budget, of which nearly \$200,000 is funded by parcel taxes, approximately \$50,000 comes from NSF, and special education funds from MCOE are counted as "local money." There is not a lot of growth across the MYP in those revenues.
 - o Employee benefits are increasing due to pension increases, and that will be an ongoing struggle for all districts.
 - o A textbook adoption is budgeted for 2017-18.
 - o Costs for special education services are projected at \$120,000-\$130,000 in each

of the next three years, and excess costs for those services will continue to increase by 10% per year. The resulting MYP deficit spending ranges from \$47,000 up to \$83,000.

- o The District maintains an excess reserve as a cushion due to its “basic aid” funding status and in case the need arises for special education services at a non-public school for a year.

Kate summarized this preliminary look at the proposed budget as being “as conservative as it gets.” There was no public comment. The hearing closed at 6:11pm.

9. Finance/Business Services

- a. Approve 2017-18 Technology Services Contract between NSD and Silyco
Action: M/S: Rutledge/Snell to approve 2017-18 Technology Services Contract between NSD and Silyco **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- b. Approve 2017-18 MOU for School-Based DIS Counseling (SELPA Collaborative) between NSD and Bay Area Community Resources (BACR)
Action: M/S: Rutledge/Snell to approve 2017-18 MOU for School-Based DIS Counseling (SELPA Collaborative) between NSD and BACR **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- c. Approve 2017-18 Certificate of Signatures
Action: M/S: Rutledge/Snell to approve 2017-18 Certificate of Signatures **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- d. Consider Resolution 2016-17 #7 Authorization to Sign on Behalf of the Governing Board
Action: M/S: Rutledge/Snell to approve Resolution 2016-17 #7 Authorization to Sign on Behalf of the Governing Board **ROLL CALL Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

10. Facilities

- a. Broadband Fiber Optic Network Proposal for Nicasio School (*This item was re-ordered on the agenda and addressed earlier in the meeting.*)
- b. Approve Parking Lot Grading Proposal from Lunny Grading & Paving Inc.
Action: M/S: Rutledge/Snell to approve Parking Lot Grading Proposal from Lunny Grading & Paving Inc. **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

11. Personnel

- a. Approve 2016-17 Contract Services Agreement with Marin County Office of Education for Support of Superintendent for Business Services (Apr 1-Jun 30, 2017)
Action: M/S: Rutledge/Snell to approve 2016-17 Contract Services Agreement with MCOE for Support of Superintendent for Business Services (Apr 1-Jun 30, 2017) **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

12. Administrative/Governance

- a. Results of 2016-17 Annual School Survey *Information*: Principal Snekkevik reported that the summarized survey results were shared with the school community through Cougar Tracks and in a report to the NS Foundation.
- b. Student Dress Code *Discussion*: Trustee Rutledge said she wanted to propose a change in the dress code, which she felt is outdated and enforced inconsistently. With specific reference to the length of dresses and shorts, she said that if the rules are not enforced with consistency, they should be discarded. Principal Snekkevik reported that the staff discussed the dress code, and while agreeing that it is challenging for parents to find appropriate clothing, they concurred that student attire not interfere with learning and become a distraction. Supt. Lohwasser advised either enforcing the dress code or getting rid of it. He suggested that the policies of other middle schools be researched. A parent in attendance added that the dress code should be uniformly applied across all grades, not just the middle school.
- c. Second Reading BP6173 Education for Homeless Children *Discussion*: Supt. Lohwasser said the revised draft of the policy is almost the same as Dixie School District's policy and that it meets the requirements of the law.
Action: **M/S: Rutledge/Snell** to approve BP6173 Education for Homeless Children **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- d. Approve Agreement Between NSD and Petaluma City Schools Regarding Interdistrict Attendance Agreement
Action: **M/S: Rutledge/Snell** to approve Agreement Between NSD and Petaluma City Schools Regarding Interdistrict Attendance Agreement **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- e. Consideration of New IDT Requests into NSD for 2017-18:
 - i. IDT 17-18-15
 - ii. IDT 17-18-18

Discussion: Principal Snekkevik recommended approval of IDT #17-18-15 because there is capacity in the classroom based on Board policy, and there is now an IDT agreement in place between both districts. She recommended denial of IDT #17-18-18 based on the facts that 1) it would exceed program capacity in speech & language and resource, and 2) there is false or misleading information on the application (parent state it is a "renewal" when in fact it is a new request).

Action #1: **M/S: Rutledge/Snell** to approve IDT #17-18-15 into NSD for 2107-18. **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

Action #2: **M/S: Rutledge/Snell** to deny IDT #17-18-18 into NSD for 2017-18 **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

2. Conclusion

- a. Agenda Planning
 - i. Approve LCAP

- ii. Adopt 2017-18 Budget
- iii. EPA Plan Approval
- iv. TAN Resolution
- v. Approve Superintendent Contract
- vi. Approval to Hire Spanish and/or PE Specialist

b. Adjournment

Action: **M/S: Rutledge/Snell** to adjourn meeting at 6:32pm **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; *Noes:* None

Respectfully Submitted,

Mikki McIntyre

Unadopted Adopted

Madeleine Sloane, Clerk