

Since 1862

Board of Trustees

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

MINUTES

Regular Meeting

Thursday, October 10, 2019 5pm

Nicasio School Library, 5555 Nicasio Valley Road, California

OPEN SESSION

1. **Call to Order** at 5:08pm
 - a. **Patriotic Moment** in honor of having a system where people can respond to their government without fear of retribution.
 - b. **Roll Call** In attendance: **Trustees Michelle Rutledge, Elaine Doss** and Mark **Burton** Also in attendance: **Interim Superintendent Nancy Neu, Principal Barbara Snekkevik, and District Secretary/Office Manager Mikki McIntyre**
 - c. **Trustee/Superintendent Announcements**
 - Interim Supt. Neu said she has been involved in the countywide discussions about the current power outage and has been getting updates. Following conference calls between Mary Jane Burke and district superintendents, information has been quickly shared with the schools.
 - d. **Principal Announcements**
 - Principal Snekkevik presented the following school updates:
 - i. **Events & Activities:** Back to School Night, Principal's Chat, School Assembly and Student Walk-a-thon (Foundation Fundraiser)
 - ii. **Student Updates & Achievements:** Student Council officers and representatives chosen, Crazy Hair "spirit day", School Assembly, October Life Skill: Initiative
 - iii. **Staff Updates:** West Marin Coalition for Healthy Youth meeting attended by Principal Snekkevik, STAR Reading Assessment training, Math Workshop, Sensemaking Before Calculations - attended by Ellian Klein, Damena Ware and Kristy Snaith, Designing Reading/Writing Workshop for English Learners, 4-part workshop attended by Ellian Klein, and Benchmark Assessment Data Review.
 - iv. **Site Updates:** Shuttle to San Geronimo Valley Community Center on Tuesdays, Wednesdays and Thursdays; school sign and fence art installation (Dan Breaux, Rob Arndt, JP Padilla, Ms. Janis, Michael Gorman); annual inspections completed (fire extinguishers, septic, heaters); met with engineer Jon Terry about water project; and Facility Use - San Rafael Rotary Club.
 - v. **Upcoming Events:** Nicasio Foundation Fall Picnic & Movie Night, Professional Development Day, School Picture Day, Great Shakeout earthquake drill, Schools Rule check distribution event, and fall school events (Tolay Fall Festival, Nicasio Pumpkin Patch, and Halloween Parade).

2. **Approval and Adoption of Agenda**

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

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

3. **Consent Agenda**

- a. Approval of Minutes: September 5, 2019 Special and Regular Meetings of the Board of Trustees
- b. Ratify Warrants Paid: September 2019
- c. Quarterly Report on Williams Uniform Complaints (July-Sept. 2019)
- d. 2019-20 Contract with MCOE for Basic Aeries Hosting Services

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

5. **PUBLIC HEARING** on Pupil Textbooks and Instructional Materials – Education code 60019 establishes steps and procedures to ensure the availability of textbooks and instructional materials. The procedures require that the District offices take appropriate action to ensure the availability of textbooks and instructional materials annually. The hearing opened at 5:23pm. Interim Supt. Neu expressed confidence that the District is in compliance. The hearing closed at 5:24pm.

6. **Action**

a. **Discussion and Possible Approval of Resolution 2019-20 #3 Regarding Sufficiency or Insufficiency of Instructional Materials**

Action: **M/S: Doss/Burton** to approve Resolution 2019-20 #3 Regarding Sufficiency or Insufficiency of Instructional Materials (*Roll Call Vote*) **Vote: 3/0** Ayes: Doss, Rutledge, Burton; Noes: None

d. **Discussion and Possible Approval of Resolution 2019-20 #4 to Tax Defer Member Paid Contributions - California Public Employees' Retirement System**

Action: **M/S: Doss/Burton** to approve Resolution 2019-20 #4 to Tax Defer Member Paid Contributions - California Public Employees' Retirement System (*Roll Call Vote*) **Vote: 3/0** Ayes: Doss, Rutledge, Burton; Noes: None

e. **Report on Parcel Tax Expenditures** *Item was tabled for discussion at November meeting.*

f. **Report on 2019 CAASPP Test Results** *Report:* Principal Snekkevik presented the results of the CAASPP test taken by Gr. 3-8 students in late April and early May 2019. With so few students per grade, the data percentages are tricky, Principal Snekkevik said. Math scores are slowly increasing, which is exciting, she noted. Twenty two percent of the participants are students with disabilities, and thirteen percent are English Language Learners. The CAASPP score is just one snapshot measure rather than the long-term formative piece of how a student is progressing. Interim Supt. Neu added that rather than just relying on assessment data, the staff now meets regularly to discuss each student and how to best support him or her.

g. **Report on CDE Dashboard Annual Update of Local Indicators** *Report:* Principal Snekkevik explained that the dashboard is the relatively new way the state is presenting schools beyond just standardized test scores. It includes local indicators about how each district is doing to meet its priorities. As the dashboard coordinator, Principal Snekkevik will be entering the data and uploading it by the November 1st deadline. She said the priorities line up with the District's LCAP, and that engaging parent groups is a big priority. She noted translation services, encouraging

classroom parent involvement, increasing activities at the school site, and gathering parent input as part of the LCAP Advisory Group among examples of parent engagement. The Board thanked Principal Snekkevik for her report.

- h. **Discussion and Decision Regarding State-Funded Preschool and Childcare Program as Part of Nicasio School District for 2020-21** *Discussion:* Interim Supt. Neu said that since joining District this school year she has met with former Interim Supt. Derby, Principal Snekkevik and Board President Rutledge to get background information on the state-funded preschool proposal that was considered by the Board during 2018-19. She said that there are already many programs available for preschoolers in the county. Without the minimum required number of students needed to pay full price, the cost of the state-funded program would hit the District's general fund. A trustee noted that the original idea was for the program to be self sufficient, and that based on the District's budget, the state-funded preschool would be a substantial financial risk.

Sarah Hobson, Executive Director West Marin Fund (WMF), provided an update about an early child equity initiative being developed by WMF. As part of that initiative, Nicasio School District (NSD) was offered a grant that may supplement state funding and could be used for licensing, administrative support or whatever is needed, she said. WMF will hold the funds for NSD until June 2020. The WMF also plans to launch a mapping study in collaboration with Marin Promise to identify the population of young people in West Marin, Ms. Hobson added. The study would be focused and have very tiered access to get data and participation. Data would be available for the county, education, health services, etc. The goal is to find out who and where the children are, and what their circumstances are. She said she would like to partner with NSD in some way to develop the study, and that overall, WMF would like to help NSD any way it can. Ms. Hobson was thanked by the Board for the help she has offered.

Interim Supt. Neu noted that countywide, student enrollment is declining. She advised the District to be very careful about where it spends its money and to make sure it doesn't take resources away from students it is responsible for. She cautioned that donated funds are much appreciated, but they cannot be counted on from year to year. There was discussion about the potential value in participating in the survey study. Ms. Hobson said the ideal time to conduct the survey is in February-March. President Rutledge summarized that there are too many unknowns about the potential impact of the proposed preschool. She said the District is, however, excited for the study to take place.

Action: **M/S: Doss/Burton** to not pursue the state-funded preschool program for 2020-21

Vote: 3/0 Ayes: Doss, Rutledge, Burton; Noes: None

7. **Correspondence**

- a. Re: 2019-20 Adopted Budget Review, Kate Lane, Assistant Superintendent, MCOE, Sept. 16, 2019
- b. Re: 2019-20 Update to the 2017-2020 LCAP Approval, Kate Lane, Assistant Superintendent, MCOE, Sept. 16, 2019
- c. Re: Authorization of Temporary Transfer of Funds for 2019-20, Roy Given, Marin County Director of Finance, September 10, 2019

8. **Conclusion**

- a. Agenda items for upcoming Board Agenda
 - 2019-20 Overnight field trips
 - Parcel Tax Report

b. **Adjournment**

Action: **M/S: Doss/Burton** to adjourn meeting at 6:34pm **Vote: 3/0** Ayes: Doss, Rutledge, Burton;
Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Elaine Doss, Board Clerk