

Nicasio School District

Since 1862

Board of Trustees

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

MINUTES

Special Meeting 4:40-5:00pm *and*
Regular Meeting 5:00pm

Thursday, September 5, 2019

Nicasio School Library, 5555 Nicasio Valley Road, California

1. **Call to Order** at 4:40pm

CLOSED SESSION

- a. The following Closed Session item is listed below in compliance with Government Code 54957 of the Brown Act:
 - i) **PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT**
 - b. Public Comment on Items on the Closed Session Agenda
 - *There were no public comments.*
 - c. Recess to Closed Session to consider and/or take action upon any item on the Closed Session Agenda at 4:42pm
2. **Reconvene to Open Session** at 4:57pm
- a. Report Out Announcement of any reportable action take during Closed Session:
 - *The Board has made the decision to increase the middle school staff by 1.0FTE through December, 2019.*

OPEN SESSION

3. **Call to Order** at 5:06pm
- a. **Patriotic Moment** was observed in honor of Labor Day
 - b. **Roll Call** In attendance: **Trustees Michelle Rutledge, Elaine Doss** and **Mark Burton** *Also in attendance: Interim Superintendent Nancy Neu, Chief Business Official Margie Bonardi, Principal Barbara Snekkevik, and District Secretary/Office Manager Mikki McIntyre*
 - c. **Trustee/Superintendent Announcements**
 - Interim Supt. Neu said she is excited to be working with the District again. Having served as interim principal, interim superintendent and principal mentor previously, she has had her finger on the pulse of the District for the past several years. She reported recent transition meetings with former Interim Supt. Jan La Torre-Derby, the District's administrative team, and Board President Rutledge to get up to date on current issues. She will meet regularly with Principal Snekkevik and Board President Rutledge going forward. She thanked the Board for the opportunity to work with the District again. Board President Rutledge welcomed Interim Supt. Neu back, adding "it's like you never left."
 - Interim Supt. Neu cited the critical importance of parent education. There is a countywide effort to help parents understand what their kids are doing socially and in the schools.

A workshop on cannabis and vaping is schedule for Sept. 24 at the Mill Valley Community Center. She said it is vital that everyone is informed about these issues in order to keep kids safe, and there will be an effort to have lots of relevant conversations with parents this year.

d. **Principal Announcements**

- Principal Snekkevik presented the following school updates:

Events & Activities

- Parent Clean Up Day, Welcome Back Coffee/Tea, and Parent Club Family Play Date

Student Updates & Achievements

- Marin County Fair Art Exhibition (61 entries from Nicasio students), School Assembly, September Life Skill: Digital Citizenship, and limited 15-week Performing Arts program instructed by Monica Snell (Aladdin Junior)

Staff Updates

- New PE specialist, Neal Chavez, Professional Development Day included required staff trainings, review of Learning Center Program, and training in Accelerated Reader program

Site Updates

- ATCO Pest Control gopher trapping in July and August (6 weeks), CA Department of Fish and Wildlife biologist, John Krause, visited in July re: campus deer issue, a (much appreciated) donation of gravel and re-grading of parking lot from Lunny Grading & Paving (updates to our track coming soon), Marin County Fire Department completed wildfire safety inspection, met with State Water Resources Control Board engineers Marianne Watada and Janice Oakley to discuss status of water system upgrades, new Nicasio School sign completed by Dan Breau to be installed in upcoming weeks, and in conversation with San Geronimo Valley Community Center about potential use of their 15-passenger van to transport students to after school programs

Upcoming Events

- Back to School Night, September 12th at 6 pm, Crazy Hair Day, September 13th, and first Principal's Chat, September 19th at 8:20 am
- Principal Snekkevik also reported that the focus for 2019-20 is to have clear vision on the students. She said she is happy to report that the school year is up and running and the kids are doing really well.

4. **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

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

6. **Consent Agenda**

- Approval of Minutes: June 19, 2019 Regular Meeting of the Board of Trustees
- Ratify Warrants Paid: June-August 2019
- Quarterly Report on Williams Uniform Complaints (Apr.-June 2019)
- Personnel Actions
- Jerry and Don's Yager Pump & Well Services Agreement June 26, 2019 Service Agreement
- 2019-20 Contract Services Agreement with Marin County Office of Education for Psychologist and Nurse Services
- 2019-20 Contract Services Agreement with Marin County Office of Education for Support of Assistant Superintendent for Business Services (July 1, 2019-June 30, 2020)
- 2019-20 MOU with Novato Unified School District for BTSA Training Services

- i. 2018 California State Water Board Consumer Confidence Report for Nicasio School (Water System #2100582)
- j. Hazardous Materials Inventory Report, April, 2019, Keenan & Associates
- k. IDT Request OUT of NSD for 2019-20 (IDTX # 19-20-03)
Action: **M/S: Doss/Burton** to approve Consent Agenda with the modifications of accepting the resignation in Item 4d "with regret," and pulling Item 4h. from Consent Agenda for discussion as an Action item **Vote: 3/0** Ayes: Doss, Burton, Rutledge; Noes: None

7. Action

- a. **2019-20 MOU with Novato Unified School District for BTSA Training Services** (Item was moved from Consent Agenda) *Discussion:* Interim Supt. Neu explained that all new teachers now must participate in a BTSA teacher induction program as a condition for clearing their credential. Principal Snekkevik noted this is year two of a two-year induction program for Teacher Kristy Snaith. She said MCOE helped secure the BTSA mentor through Novato Unified School District. The cost of the program is split between the teacher and NSD.
M/S: Doss/Burton to approve 2019-20 MOU with Novato Unified School District for BTSA Training Services **Vote: 3/0** Ayes: Doss, Burton, Rutledge; Noes: None
- b. **Public Disclosure (AB1200) of Proposed NTA Collective Bargaining Agreement for the period of July 1, 2018-June 30, 2021** *Discussion:* CBO Bonardi clarified that the cap on benefits is whatever the single cost is for health, vision and dental for two years. The concept of the cap is for the District to pay the single coverage amount and nothing more. There is a third year of this contract that has no language about benefits or salary increases.
Action: **M/S: Doss/Burton** to approve 2019-20 Public Disclosure (AB1200) of Proposed NTA Collective Bargaining Agreement for the period of July 1, 2018-June 30, 2021 **Vote: 3/0** Ayes: Doss, Burton, Rutledge; Noes: None
- c. **Revised Salary Schedules Effective July 1, 2018 and July 1, 2019 for the Nicasio Teachers' Association, Unrepresented Classified Management and Unrepresented Classified Staff**
Action: **M/S: Doss/Burton** to approve Revised Salary Schedules Effective July 1, 2018 and July 1, 2019 for the Nicasio Teachers' Association, Unrepresented Classified Management and Unrepresented Classified Staff **Vote: 3/0** Ayes: Doss, Burton, Rutledge; Noes: None
- d. **Unaudited Actuals for Fiscal Year Ending June 30, 2019** *Discussion:* CBO Bonardi presented the Unaudited Actuals for 2018-19. She reported that property tax revenues were approximately \$20,000 higher than anticipated due to the county's three year revaluation of the shopping center in Corte Madera and other factors. Local revenues were improved due to a garden grant, facility use fees and other sources. Additionally, upon closing their books, MCOE reduced the District's excess costs for a savings of \$25,000 for Special Education. The difference in the ending balance was a \$46,323 increase in the reserve. CBO Bonardi said the District did very well last year, adding that the auditor will soon begin part two of the audit, which will be available in early January, 2020.
Action: **M/S: Doss/Burton** to approve Unaudited Actuals for Fiscal Year Ending Jun 30, 2019 **Vote: 3/0** Ayes: Doss, Burton, Rutledge; Noes: None
- e. Resolution 2019-20 #1 for Gann Limit *Discussion:*
Action: **M/S: ed/mbo** to approve Resolution 2019-20 #1 for Gann Limit (Roll Call Vote) **Vote: 3/0** Ayes: Doss, Rutledge, Burton; Noes: None

- f. **2018-19 Education Protection Account Expenditures** *Discussion:* CBO Bonardi said Proposition 30 dictates that the EPA funds cannot be used for administrative purposes, but rather for educational purposes only.

Action: **M/S:Doss/Burton** to approve 2018-19 Education Protection Account Expenditures **Vote: 3/0** Ayes: Doss, Burton, Rutledge; Noes: None

- g. **Parcel Tax Expenditure Report** *Discussion:* CBO Bonardi said the District would like to set up a meeting with Skywalker Ranch regarding their future plans, because once they transfer all of their personal property off the ranch, it will result in a significant drop in property tax revenue for the District. Supt. Neu expressed support for such a meeting, noting that Skywalker may want to consider helping the District if they are made aware of the impact their business tax reduction has on the District. CBO Bonardi said the attachment for this item did not print properly and recommended tabling the item until the next meeting.

The was no action: Item tabled until October.

- h. **Resolution 2019-20 #2 Authorization to Sign on Behalf of the Governing Board**

Action: **M/S: Doss/Burton** to approve Resolution 2019-20 #2 Authorization to Sign on Behalf of the Governing Board (*Roll Call Vote*) **Vote: 3/0** Ayes: Doss, Rutledge, Burton; Noes: None

8. **Correspondence**

- a. Re: FY 2018-19 Approval of Allowance of Attendance Due to Emergency Conditions (Form J-13A), Elizabeth Dearstyne, Associate Director, CDE School Fiscal Services Division, July 25, 2019

9. **Conclusion**

- a. Agenda items for upcoming Board Agenda: October 2019
- a. Sufficiency of Instruction Materials - Public hearing & Resolution
 - b. Williams Quarterly Report
 - c. Resolution re PERS Tax Deferral of Member Contributions
 - d. Parcel Tax Expenditure report
 - e. Preschool discussion
 - f. CAASP Results

- b. Adjournment

Action: **M/S: Doss/Burton** to adjourn meeting at 6:10pm **Vote: 3/0** Ayes: Doss, Rutledge; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Elaine Doss, Board Clerk