

**NICASIO SCHOOL DISTRICT
BOARD OF TRUSTEES**

MINUTES

~ Regular Meeting ~

Wednesday, March 1, 2017 5:00 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA

1. Initial Matters

- a. **Call to Order** at 5pm
- b. **Roll Call** In attendance: **Trustees Madeleine Sloane, Michelle Rutledge and Jason Snell.**
Also in attendance: Superintendent Tom Lohwasser, Principal Barbara Snekkevik and Interim Business Official Margie Bonardi

2. Open Session Agenda

- a. **Patriotic Moment** in recognition of how fortunate we are to live in this town, state and country.
- b. **Approval and Adoption of Open Session Agenda**
*Action: M/S: Sloane/Rutledge to approve and adopt Open Session Agenda **Vote: 3/0***
Ayes: Rutledge, Sloane, Snell; Noes: None

3. Public Comment *There was no public comment.*

4. Consent Agenda

- a. Approval of Minutes: February 2, 2017 Regular Meeting of Board of Trustees
- b. Ratify Warrants Paid: Jan. 27 – Feb 15, 2017
*Action: M/S: Sloane/Rutledge to approve Consent Agenda with the exception of the minutes, which were not available for this agenda packet. **Vote: 3/0***
Ayes: Rutledge, Sloane, Snell; Noes: None

5. Reports & Announcements

- a. **Water System Update** Holly McArthur was not available to attend the meeting, however, Supt. Lohwasser said that last month's report was very positive and that the District "is getting very close" (to submitting the water system upgrade funding application to the state).
- b. **Principal's Report** *Principal Snekkevik reported the following:*
 - The first days of transition into her new position are going well, Principal Snekkevik said, adding that she has met with Nancy Neu, Margie Bonardi, Mark Tong and Christy Stocker, each of whom has shared valuable information and advice relevant to her principal role. She also said she received a lovely welcome from the Parent Club, and has enjoyed visiting classrooms and meeting individually with each staff member.

- She reported that at the student assembly earlier in the day, student awards were given out for modeling the pillar of “responsibility.” Additionally, K/1/2 Teacher Ellian Klein was selected as “Teacher of the Month.”
- Principal Snekkevik met with staff during the Wednesday afternoon PLC meeting to discuss report cards, grading policies and upcoming activities and events.
- In response to a trustee inquiry, Principal Snekkevik said she has received helpful guidance from Nancy Neu and Christy Stocker regarding prioritization of projects.

a. **Superintendent’s Report** *Supt. Lohwasser reported the following:*

- The District has cancelled school four days due to weather-related power outages this year and the maximum number permitted by the state is five, according to Dr. Lohwasser. He said Dixie School District uses a communication system - ConnectEd - that is more effective than a phone tree for notifying parents about school closure and other important information. He is working on getting Nicasio School included in that service at no charge.
- There was discussion about the District’s needs during power outages i.e. how much power is needed, what needs to be powered (e.g. bathrooms and heat), and whether the District can join Nicasio Volunteer Fire Department’s conversation about securing an emergency generator for the campus.
- Supt. Lohwasser reported attending the countywide superintendents meeting earlier in the day where there was discussion about heightened anxiety among students and families due to gender issues and immigration laws. He will provide updated information to the District trustees and principal about resources and communications related to ensuring the safety of children at school.

c. **Trustees’ Report**

- Trustee Rutledge said she would like to address the topic of technology in schools as it pertains to child internet protection. There was also discussion about the District’s participation in the E-rate discount for internet services. Interim Business Official Margie Bonardi will follow up with MCOE on that issue.

6. **Business Services**

- a. **Approve 2016-17 2nd Interim Budget Report** *Discussion:* Interim Business Official Margie Bonardi presented an overview of the 2nd Interim Budget. She said the Federal grant has decreased by approximately \$10,000, and that the 3-year projections call for STRS and PERS (teacher and classified employee retirement) rates to go up significantly. It was noted that although the District will be deficit spending, it is currently meeting all of its reserve levels. Margie cautioned that because the District is so small, one event could wipe out that reserve. Supt. Lohwasser observed that the District is not in the crisis that some other districts are facing. Trustee Sloane inquired whether it is time to consider the issue of interdistrict transfers (IDTs) and how they impact the budget. She noted that a year ago, the Board discussed the possibility of no longer accepting IDTs and reducing the teaching staff from three to two. She said that this issue, including its budgetary implications, should be addressed by the entire Nicasio community, as has been done in the past. Supt. Lohwasser advised continued acceptance of IDTs for now and looking at the policy at a later date. He recommended that the budget conversation (including members of the community) take place in the fall.

Action: **M/S: Sloane/Rutledge** to Approve 2016-17 2nd Interim Budget Report **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

b. **Approve Form J-13A Request for Allowance of Attendance Because of Emergency Conditions**

Action: **M/S: Sloane/Rutledge** to Approve Form J-13A Request for Allowance of Attendance Because of Emergency Conditions **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

7. **Personnel**

a. **Approval to Hire Barbara Snekkevik as .6FTE Principal for 2016-17**

Action: **M/S: Sloane/Rutledge** to Approve Hiring of Barbara Snekkevik as .6FTE Principal for 2016-17 **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

8. **Administrative/Governance**

a. **Approve Enrollment Capacities for Interdistrict Attendance Requests into Nicasio School District for 2017-18**

Discussion: Supt. Lohwasser suggested tabling the item until April in order to gather input from classroom teachers regarding capacity limits.

There was no action: Item tabled

b. **Approve 2017-18 Annual Calendar** *Discussion:* The Board was advised that the revised calendar reflects the alignment of the school year start date with that of Drake High School. There was discussion about the Thanksgiving break, and it was stated that the break is highly valued by staff. Trustee Rutledge said she feels that once November begins, education seems to halt. Principal Snekkevik said she would query teachers on their perspective about the fall calendar and report back to the Board.

Action: **M/S: Sloane/Rutledge** to grant *preliminary* approval of 2017-18 Annual Calendar **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

c. **Approve Resolution 2016-17 #5 Election Law SB415** *Discussion:* Supt. Lohwasser provided information about how districts countywide are responding to the new law. He said if the resolution is not approved, the District will be off-cycle, which will require calling for and paying for a special election. While agreeing to extend her term by one year, Trustee Sloane advised that the Board needs to search for new members to succeed outgoing trustees. Supt. Lohwasser said that if a trustee chooses to leave before his/her term expires, the Board will interview and select an interim trustee to fulfill the term.

Action: **M/S: Sloane/Rutledge** to **Approve Resolution 2016-17 #5 Election Law SB415** **ROLL CALL Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

d. **Discuss 2017 Golden Bell Nominees** *Discussion:* The trustees were unanimous in their support for nominating Mikki McIntyre as the District's classified Golden Bell honoree for 2017.

9. **Conclusion**

a. **Agenda Planning**

- Water System Upgrade, Classroom Capacities for IDTs, LCAP
- The next regular Board meeting is March 30th

b. **Adjournment**

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

Respectfully Submitted,

Barbara Snekkevik

Unadopted Adopted

Madeleine Sloane, Clerk