

NICASIO SCHOOL DISTRICT
BOARD OF TRUSTEES

AGENDA

~ Regular Meeting ~

Thursday, March 30, 2017 5:00 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA

1. **Initial Matters**
 - a. Call to Order
 - i. Roll Call
2. **Open Session Agenda**
 - a. Patriotic Moment
 - b. Approval and Adoption of Open Session Agenda *Action*
3. **Public Comment Information**
 - o Board members or district staff may, but are not obligated to, briefly respond to statements made or questions posed by the public.
 - o No formal action will be taken.
 - o Designated amount of time to address the Board is limited to three minutes per individual.
 - o Concerns about individual employees shall not be discussed in public at school board meetings. Please contact the superintendent with specific concerns.
4. **Consent Agenda Mass Action**
 - a. Approval of Minutes: March 1, 2017 Regular Meeting of Board of Trustees
 - b. Ratify Warrants Paid: Jan. 27 – Mar 23, 2017
 - c. Quarterly Report on Williams Uniform Complaints (Jan-Mar 2017)
5. **Reports & Announcements Information**
 - a. Water System Update
 - b. Principal's Report
 - c. Superintendent's Report
 - d. Trustees' Report
6. **Business Services**
 - a. Consider Resolution 2016-17 #6 Authorization to Sign on Behalf of the Governing Board for 2016-17 *Action*
7. **Administrative/Governance**
 - a. Approve Enrollment Capacities for Interdistrict Attendance Requests into Nicasio School District for 2017-18 *Discussion/Action*
 - b. Approve 2017-18 Annual Calendar *Action*

8. Correspondence Information

- a. Re: Request from School Districts to Move to Even-numbered Year Elections, Diane Patterson, Marin County Assistant Clerk of the Board, March 15, 2017

9. Conclusion

- a. Agenda Planning *Discussion*
- b. Adjournment *Action*

If you need assistance to access the Board meeting room or to otherwise participate at the meeting, please submit a written request to Nicasio School District Superintendent at P.O. Box 711, Nicasio, CA 94946 or office@nicasioschool.org. Notification at least 48 hours prior to the meeting will better enable the District to make reasonable accommodations in accordance with the Americans with Disabilities Act.

**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

031 Nicasio School District
Warrants Paid 1/27-3/23/2017

Vendor History Report
Activity dated 01/27/2017 - 03/23/2017

J84378 VE0300 L.00.15 03/28/17 PAGE 0

Account classifications selected										Field ranges selected		
	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	FI	RANGE
1.	??-????-?	4	???	??-????-????-???	???	???	???	???	???	???		
2.	??-????-?	5	???	??-????-????-???	???	???	???	???	???	???		
3.	-	-	-	.	-	-	-	-	-	-		
4.	-	-	-	.	-	-	-	-	-	-		
5.	-	-	-	.	-	-	-	-	-	-		
6.	-	-	-	.	-	-	-	-	-	-		
7.	-	-	-	.	-	-	-	-	-	-		
8.	-	-	-	.	-	-	-	-	-	-		
9.	-	-	-	.	-	-	-	-	-	-		
10.	-	-	-	.	-	-	-	-	-	-		

Additional Selection and Sort Criteria

Activity dated: 01/27/2017 through 03/23/2017 (Exclude balance forward)
 Extract by: Date paid
 Primary sort: VENDOR
 Order vendors by: NUMBER
 Totals Only: NO
 Vendors with 1099 of: ALL TIN Masking: 9

Vendor #: 0 to 0
 Vendor name: to
 Category: to
 Type: to
 Category: to
 Type: to
 Zip codes: None

Sort on: FUND

FUND :01 GENERAL FUND

FD RESC Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment 1099	UT

7 OFFICE DEPOT													
Last paid: 02/01/2017 Last edit: 11/16/2009										1099: N TIN:			
01-1100-0-4300.00-1110-1010-000-012-000								PO-170160	89260409001		41.76-	41.76	N N
								01/30/2017	02/01/2017	20151782			
01-0000-0-4300.00-0000-2700-000-000-000								PO-170160	892603480001		128.79-	128.79	N N
								01/30/2017	02/01/2017	20151782			
01-0000-0-4300.00-0000-2700-000-000-000								PO-170160	892603480001		21.00-	21.00	N N
								01/30/2017	02/01/2017	20151782			
01-0000-0-4300.00-0000-2700-000-000-000								PO-170163	895953840001		32.47-	32.47	N N
								01/30/2017	02/01/2017	20151782			
01-1100-0-4300.00-1110-1010-000-000-000								PO-170163	895953840001		97.40-	97.40	N N
								01/30/2017	02/01/2017	20151782			
01-1100-0-4300.00-1110-1010-000-000-000								PO-170182	ADMIN/STAFF SUPPLIES		97.40		
								03/20/2017	03/20/2017				
01-0000-0-4300.00-0000-2700-000-000-000								PO-170182	ADMIN/STAFF SUPPLIES		145.60		
								03/20/2017	03/20/2017				
01-0000-0-4300.00-0000-8200-000-000-000								PO-170183	CUSTODIAL SUPPLIES		620.26		
								03/21/2017	03/21/2017				
01-1100-0-4300.00-1110-1010-000-678-000								PO-170186	SUPPLIES		62.71		
								03/23/2017	03/23/2017				
TOTAL VENDOR:											604.55 *	321.42 *	
12 P G & E													
Last paid: 03/10/2017 Last edit: 07/11/2008										1099: N TIN:			
01-0000-0-5510.00-0000-8200-000-000-000								PO-170033	4964672870-6		24.53-	24.53	N N
								01/30/2017	02/01/2017	20151783			
01-0000-0-5510.00-0000-8200-000-000-000								PO-170033	8516765363-4		674.29-	674.29	N N
								02/07/2017	02/10/2017	20152874			
01-0000-0-5510.00-0000-8200-000-000-000								PO-170033	8516765363-4		944.52-	944.52	N N
								03/06/2017	03/10/2017	20155411			
01-0000-0-5510.00-0000-8200-000-000-000								PO-170033	4964672870-6		10.53-	10.53	N N
								03/06/2017	03/10/2017	20155411			
TOTAL VENDOR:											1,653.87 *	1,653.87 *	
21 REDWOOD EMPIRE DISPOSAL													
Last paid: 02/10/2017 Last edit: 03/06/2008										1099: N TIN:			
01-0000-0-5550.00-0000-8200-000-000-000								PO-170037	862748		223.37-	223.37	N N
								02/07/2017	02/10/2017	20152876			
TOTAL VENDOR:											223.37 *	223.37 *	

FUND :01 GENERAL FUND

FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment 1099 UT
<hr/>					
88 DOWNING HEATING & A/C INC	Last paid: 03/10/2017		Last edit: 01/13/2009	1099: N TIN:	
01-0000-0-5610.00-0000-8100-000-000-000	PO-170172	S50458		547.50-	547.50 N N
	03/06/2017	03/10/2017	20155407		
	TOTAL VENDOR:			547.50-*	547.50 *
93 US BANK EQUIPMENT FINANCE	Last paid: 02/10/2017		Last edit: 12/16/2016	1099: N TIN:	
01-0000-0-5605.00-1110-1010-000-000-000	PO-170046	323235374		111.71-	111.71 N N
	02/07/2017	02/10/2017	20152881		
01-0000-0-5605.00-0000-2700-000-000-000	PO-170046	323235374		47.88-	47.88 N N
	02/07/2017	02/10/2017	20152881		
	TOTAL VENDOR:			159.59-*	159.59 *
173 STATE BOARD OF EQUALIZATION	Last paid: 03/22/2017		Last edit: 01/20/2011	1099: N TIN:	
01-0000-0-4300.00-0000-8100-000-000-000	PV-170028	USE TAX			3.82 N N
	03/20/2017	03/22/2017	20156526		
	TOTAL VENDOR:			0.00 *	3.82 *
255 PALOS SPORTS INC	Last paid: 05/26/1993		Last edit: 02/07/2017	1099: N TIN:	
01-9040-0-4300.00-1483-1010-000-000-000	PO-170168	PE PLAYGROUND EQUIPMENT		500.00	
	02/02/2017	02/02/2017			
01-1100-0-4300.00-1110-1010-000-000-000	PO-170168	PE PLAYGROUND EQUIPMENT		151.17	
	02/02/2017	02/02/2017			
	TOTAL VENDOR:			651.17 *	0.00 *
568 AT&T	Last paid: 03/29/2017		Last edit: 06/08/2011	1099: N TIN:	
01-0000-0-5970.00-0000-2700-000-000-000	PO-170001	9152348		80.69-	80.69 N N
	01/30/2017	02/01/2017	20151780		
01-1400-0-5940.00-1110-1010-000-000-000	PO-170002	43695118589544		385.13-	385.13 N N
	02/21/2017	02/22/2017	20153784		
01-1400-0-5940.00-1110-1010-000-000-000	PO-170002	43695118589544		385.13-	385.13 N N
	03/20/2017	03/22/2017	20156516		
	TOTAL VENDOR:			850.95-*	850.95 *

FUND :01 GENERAL FUND

FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment 1099 UT

600 SCHOOL & COLLEGE LEGAL SERVICE	Last paid: 03/15/2017	Last edit: 12/20/2012	1099: Y	TIN: 000000000	
01-0000-0-5829.00-0000-7100-000-000-000	PO-170048	IN17-01481		49.00-	49.00 Y N
	02/07/2017	02/10/2017	20152879		
01-6500-0-5829.00-5001-7100-000-000-000	PO-170048	IN17-01566		1,690.50-	1,690.50 Y N
	02/07/2017	02/10/2017	20152879		
01-0000-0-5829.00-0000-7100-000-000-000	PO-170048	IN17-01928		539.00-	539.00 Y N
	03/13/2017	03/15/2017	20155779		
01-6500-0-5829.00-5001-7100-000-000-000	PO-170048	IN17-01928		3,895.50-	3,895.50 Y N
	03/13/2017	03/15/2017	20155779		
	TOTAL VENDOR:			6,174.00-*	6,174.00 *
750 POSTMASTER	Last paid: 10/19/2016	Last edit: 10/18/1999	1099: N	TIN:	
01-0000-0-5960.00-0000-2700-000-000-000	RC-170004	DEC AND JAN REPLENISHMENT			49.00 N
	02/21/2017	01/30/2017	00001541		
	TOTAL VENDOR:			0.00 *	49.00 *
807 JERRY & DON'S PUMP & WELL	Last paid: 03/22/2017	Last edit: 02/26/2014	1099: N	TIN: 000000000	MICKELSON ENTER
01-0000-0-5535.00-0000-8200-000-000-000	PO-170017	0120081-IN		1,187.90-	1,187.90 N N
	02/07/2017	02/10/2017	20152871		
01-0000-0-5535.00-0000-8200-000-000-000	PO-170017	0120479-IN		1,024.21-	1,024.21 N N
	03/06/2017	03/10/2017	20155408		
01-0000-0-5535.00-0000-8200-000-000-000	PO-170017	0120742-IN		792.48-	792.48 N N
	03/20/2017	03/22/2017	20156521		
	TOTAL VENDOR:			3,004.59-*	3,004.59 *
922 AMERIGAS	Last paid: 03/22/2017	Last edit: 03/06/2017	1099: N	TIN: 000000000	
01-0000-0-5505.00-0000-8200-000-000-000	PO-170051	3061211652		3,559.73-	3,559.73 N N
	02/07/2017	02/10/2017	20152868		
01-0000-0-5505.00-0000-8200-000-000-000	PO-170051	201858891		174.98-	441.65 N N
	02/21/2017	02/22/2017	20153783		
01-0000-0-5505.00-0000-8200-000-000-000	PO-170051	3061983304-201858891		686.41-	686.41 N N
	03/20/2017	03/22/2017	20156515		
01-0000-0-5505.00-0000-8200-000-000-000	PO-170051	3062848107		1,344.77-	1,344.77 N N
	03/20/2017	03/22/2017	20156515		
	TOTAL VENDOR:			5,765.89-*	6,032.56 *

FUND :01 GENERAL FUND

FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment	1099	UT
<hr/>																
990	CLAY PEOPLE									Last paid: 03/10/2017	Last edit: 12/11/2008		1099: N	TIN:		
	01-9320-0-4300.00-1110-1010-000-000-000									PO-170107 48859			2,922.75-	2,922.75	N	N
										03/06/2017 03/10/2017	20155405					
													TOTAL VENDOR:	2,922.75-*	2,922.75 *	
1004	WILLIAMS, COLIN									Last paid: 03/29/2017	Last edit: 06/05/2008		1099: N	TIN:		
	01-1100-0-4300.00-1110-1010-000-678-000									PO-170180 REIMBURSEMENT			21.59			
										03/20/2017 03/20/2017						
	01-1100-0-4300.00-1110-1010-000-678-000									PO-170180 REIMBURSEMENT			21.59-	21.59	N	N
										03/20/2017 03/22/2017	20156525					
													TOTAL VENDOR:	0.00 *	21.59 *	
1096	CALIF DEPARTMENT OF JUSTICE									Last paid: 03/22/2017	Last edit: 08/22/2011		1099: N	TIN:		
	01-0000-0-5821.00-0000-7100-000-000-000									PO-170177 FINGERPRINTING PRINCIPAL			32.00			
										03/15/2017 03/15/2017						
	01-0000-0-5821.00-0000-7100-000-000-000									PO-170177 221924			32.00-	32.00	N	N
										03/20/2017 03/22/2017	20156517					
													TOTAL VENDOR:	0.00 *	32.00 *	
1149	MARIN COUNTY OFFICE OF ED									Last paid: 03/15/2017	Last edit: 11/16/2012		1099: N	TIN:		
	01-0000-0-5840.00-0000-7200-000-000-000									PO-170050 170572			16,167.41-	16,167.41	N	N
										03/06/2017 03/10/2017	20155409					
	01-0000-0-5840.00-0000-2700-000-750-000									PO-170133 170573			44,075.25-	39,053.16	N	N
										03/06/2017 03/10/2017	20155409					
	01-0000-0-5840.00-0000-2700-000-000-000									PO-170185 ABSENT TRACKING ASSESSMENT			1,000.00			
										03/22/2017 03/22/2017						
													TOTAL VENDOR:	59,242.66-*	55,220.57 *	
1162	CDW GOVERNMENT INC									Last paid: 03/22/2017	Last edit: 06/27/2013		1099: N	TIN:		
	01-6300-0-4410.00-1110-1010-000-000-000									PO-170174 HARDWARE FOR TEACHER LAPTOPS			1,062.48			
										03/10/2017 03/10/2017						
	01-0000-0-4410.00-1110-1010-000-000-000									PO-170175 CHROMEBOOKS			500.00			
										03/22/2017 03/22/2017						

FUND :01 GENERAL FUND

FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment	1099	UT

1162	CDW	GOVERNMENT	INC							CONTINUING						
	01-6300-0-4410.00-1110-1010-000-000-000									PO-170175	CHROMEBOOKS		2,292.51			
										03/22/2017	03/22/2017					
	01-1100-0-4410.00-1110-1010-000-000-000									PO-170175	CHROMEBOOKS		1,439.69			
										03/22/2017	03/22/2017					
	01-6300-0-4410.00-1110-1010-000-000-000									PO-170174	HDN1518		1,062.48-	1,062.48	N	N
										03/20/2017	03/22/2017	20156518				
													TOTAL VENDOR:	4,232.20 *	1,062.48 *	
1180	MCINTYRE, MICHELLE									Last paid: 02/10/2017	Last edit: 06/25/2008		1099: N	TIN:		
	01-0000-0-4300.00-0000-8200-000-000-000									PO-170170	REIMBURSEMENT		72.75			
										02/06/2017	02/06/2017					
	01-0000-0-4300.00-0000-8200-000-000-000									PO-170170	REIMBURSEMENT		72.75-	72.75	N	N
										02/07/2017	02/10/2017	20152873				
													TOTAL VENDOR:	0.00 *	72.75 *	
1204	PROTECTION ONE									Last paid: 02/10/2017	Last edit: 12/16/2011		1099: N	TIN: 000000000		
	01-0000-0-5620.00-0000-8300-000-000-000									PO-170035	114263105		89.86-	89.86	N	N
										02/07/2017	02/10/2017	20152875				
													TOTAL VENDOR:	89.86-*	89.86 *	
1260	SILYCO									Last paid: 03/15/2017	Last edit: 07/15/2009		1099: Y	TIN: 000000000	TONG, MARK	
	01-0000-0-5840.00-1110-1010-000-000-000									PO-170043	JAN2017		325.00-	325.00	Y	N
										02/07/2017	02/10/2017	20152878				
	01-0000-0-5840.00-0000-2700-000-000-000									PO-170043	JAN2017		325.00-	325.00	Y	N
										02/07/2017	02/10/2017	20152878				
	01-0000-0-5840.00-1110-1010-000-000-000									PO-170043	FEB2017		325.00-	325.00	Y	N
										03/13/2017	03/15/2017	20155778				
	01-0000-0-5840.00-0000-2700-000-000-000									PO-170043	FEB2017		325.00-	325.00	Y	N
										03/13/2017	03/15/2017	20155778				
													TOTAL VENDOR:	1,300.00-*	1,300.00 *	
1272	SALDANA, RAUL									Last paid: 03/29/2017	Last edit: 09/11/2009		1099: Y	TIN: 000000000	SALDANA, RAUL	
	01-6500-0-5840.00-5770-3600-000-706-000									PO-170040	DECEMBER 2016		640.00-	640.00	Y	N
										02/07/2017	02/10/2017	20152877				

FUND :01 GENERAL FUND

FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment	1099	UT

1272	SALDANA, RAUL									CONTINUING						
	01-6500-0-5840.00-5770-3600-000-706-000									PO-170040	JANUARY 2017		520.00-	520.00	Y	N
										02/07/2017	02/10/2017	20152877				
	01-0000-0-5840.00-0000-8100-000-000-000									PO-170041	FEB GROUNDS KEEPING		300.00-	300.00	Y	N
										02/21/2017	02/22/2017	20153787				
										TOTAL VENDOR:			1,460.00-*	1,460.00	*	
1306	SUPERSTAR HEALTH EDUCATION									Last paid: 03/10/2017	Last edit: 01/16/2014		1099: Y	TIN: 000000000	DEVINE, JENNIFE	
	01-1100-0-5840.00-1110-1010-000-000-000									PO-170045	INV-201		2,000.00-	1,809.20	Y	N
										03/06/2017	03/10/2017	20155406				
										TOTAL VENDOR:			2,000.00-*	1,809.20	*	
1334	BOLINAS-STINSON UNION USD									Last paid: 03/10/2017	Last edit: 07/15/2013		1099: N	TIN:		
	01-0000-0-5840.00-0000-7300-000-000-000									PO-170004	2ND QUARTER		9,064.68-	9,064.68	N	N
										03/06/2017	03/10/2017	20155404				
										TOTAL VENDOR:			9,064.68-*	9,064.68	*	
1335	CON E SOLUTIONS									Last paid: 02/10/2017	Last edit: 12/13/2013		1099: Y	TIN: 000000000	BENZ, CONSTANCE	
	01-0000-0-5840.00-0000-2700-000-000-000									PO-170008	AUG 1 2016 - JANUARY 312016		630.00-	630.00	Y	N
										02/07/2017	02/10/2017	20152869				
										TOTAL VENDOR:			630.00-*	630.00	*	
1354	WARE, DAMENA									Last paid: 02/01/2017	Last edit: 08/10/2016		1099: N	TIN:		
	01-1100-0-4300.00-1110-1010-000-345-000									PO-170162	REIMBURSEMENT		132.72-	132.72	N	N
										01/30/2017	02/01/2017	20151786				
										TOTAL VENDOR:			132.72-*	132.72	*	
1356	TEHAMA COUNTY OFFICE OF ED									Last paid: 03/22/2017	Last edit: 08/04/2014		1099: N	TIN:		
	01-0000-0-5840.00-0000-7100-000-000-000									PO-170137	INV17-00604		195.00-	195.00	N	N
										03/20/2017	03/22/2017	20156524				
										TOTAL VENDOR:			195.00-*	195.00	*	

FUND :01 GENERAL FUND

FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment	1099	UT
<hr/>																
1361	KLEIN, ELLIAN									Last paid: 03/29/2017	Last edit: 11/02/2015		1099: N	TIN:		
	01-9315-0-4300.00-1110-1010-000-012-000									PO-170187	WHITE SHIRTS FOR FIELD TRIPS		28.76			
										03/22/2017	03/22/2017					
													TOTAL VENDOR:	28.76 *		0.00 *
1371	SOUND AND SIGNAL INC									Last paid: 02/22/2017	Last edit: 01/28/2015		1099: N	TIN:		
	01-0000-0-5620.00-0000-8100-000-000-000									PO-170167	32261		187.50-		187.50	N N
										01/30/2017	02/01/2017	20151785				
	01-0000-0-5610.00-0000-8100-000-000-000									PO-170169	PHONE REPAIRS		250.00			
										02/07/2017	02/07/2017					
	01-0000-0-5610.00-0000-8100-000-000-000									PO-170169	32358		250.00-		250.00	N N
										02/07/2017	02/10/2017	20152880				
	01-0000-0-5610.00-0000-8100-000-000-000									PO-170171	PHONE REPAIRS		198.05			
										02/13/2017	02/13/2017					
	01-0000-0-5610.00-0000-8100-000-000-000									PO-170171	32441		198.05-		198.05	N N
										02/21/2017	02/22/2017	20153788				
													TOTAL VENDOR:	187.50-*		635.55 *
1378	CAPITOL PUBLIC FINANCE GRP LLC									Last paid: 03/15/2017	Last edit: 03/23/2015		1099: Y	TIN: 000000000	CAPITOL PUBLIC	
	01-0000-0-5839.00-0000-8200-000-000-000									PO-170007	2016-365		925.00-		925.00	Y N
										03/13/2017	03/15/2017	20155776				
													TOTAL VENDOR:	925.00-*		925.00 *
1390	SOMMERS, ERICA									Last paid: 02/01/2017	Last edit: 10/08/2015		1099: N	TIN:		
	01-1100-0-4300.00-1110-1010-000-012-000									PO-170164	REIMBURSEMENT		9.48-		9.48	N N
										01/30/2017	02/01/2017	20151784				
													TOTAL VENDOR:	9.48-*		9.48 *
1409	HENKEL, WILLIAM									Last paid: 03/22/2017	Last edit: 06/23/2016		1099: Y	TIN: 000000000		
	01-6500-0-5840.00-5752-1100-000-000-000									PO-170014	2167		930.00-		930.00	Y N
										02/07/2017	02/10/2017	20152870				
	01-6500-0-5840.00-5752-1100-000-000-000									PO-170014	2199		581.25-		581.25	Y N
										02/21/2017	02/22/2017	20153785				

FUND		:01	GENERAL FUND															
FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment	1099	UT		

1409	HENKEL, WILLIAM									CONTINUING								
	01	6500	0	5840	00	5752	1100	000	000	000	PO-170014	2200		1,278.75-	1,278.75	Y	N	
										03/20/2017	03/22/2017	20156520						
													TOTAL VENDOR:	2,790.00-*	2,790.00	*		
1410	D'ANNA, JENNA									Last paid: 03/22/2017			Last edit: 09/30/2016			1099: N	TIN:	
	01	9320	0	4300	00	1110	1010	000	000	000	PO-170178	REIMBURSEMENT ART SUPPLIES		23.40				
										03/09/2017	03/09/2017							
	01	9320	0	4300	00	1110	1010	000	000	000	PO-170179	REIMBURSEMENT		56.09				
										03/20/2017	03/20/2017							
	01	9320	0	4300	00	1110	1010	000	000	000	PO-170178	REIMBURSEMENT ART SUPPLIES		23.40-	23.40	N	N	
										03/20/2017	03/22/2017	20156519						
	01	9320	0	4300	00	1110	1010	000	000	000	PO-170179	REIMBURSEMENT		56.09-	56.09	N	N	
										03/20/2017	03/22/2017	20156519						
													TOTAL VENDOR:	0.00 *	79.49	*		
1416	BONARDI, MARGIE									Last paid: 03/15/2017			Last edit: 03/13/2017			1099: N	TIN:	
	01	0000	0	5840	00	0000	2700	000	000	000	PV-170027	REIMB COUNTY ASSESSOR FEES			112.00	N	N	
										03/13/2017	03/15/2017	20155775						
													TOTAL VENDOR:	0.00 *	112.00	*		
1418	SNEKKEVIK, BARBARA									Last paid: 03/22/2017			Last edit: 03/20/2017			1099: N	TIN:	
	01	0000	0	4300	00	0000	2700	000	000	000	PO-170181	REIMBUREMSENT		77.49				
										03/17/2017	03/17/2017							
	01	0000	0	4300	00	0000	2700	000	000	000	PO-170181	REIMBURSEMENT		77.49-	77.49	N	N	
										03/20/2017	03/22/2017	20156522						
													TOTAL VENDOR:	0.00 *	77.49	*		
1419	AYS ENGINEERING GROUP									Last paid:			Last edit: 03/27/2017			1099: N	TIN:	
	01	0000	0	5540	00	0000	8200	000	000	000	PO-170053	SEPTIC MONITORING APO		750.00				
										03/22/2017	03/22/2017							
													TOTAL VENDOR:	750.00 *	0.00	*		
FUND 01													TOTAL:	93,062.73-	97,663.28			

FUND :14 DEFERRED MAINTENANCE FUND

FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	Reference Entered	Description Paid	Warrant#	Encumbered	Payment 1099 UT

173	STATE BOARD OF EQUALIZATION									Last paid: 03/22/2017	Last edit: 01/20/2011		1099: N TIN:	
14-0000-0-5610.00-0000-8100-000-000-000										PV-170028 USE TAX				49.74 N N
										03/20/2017	03/22/2017	20156526		
													TOTAL VENDOR:	0.00 * 49.74 *
807	JERRY & DON'S PUMP & WELL									Last paid: 03/22/2017	Last edit: 02/26/2014		1099: N TIN: 000000000 MICKELSON ENTER	
14-0000-0-5610.00-0000-8100-000-000-000										PO-170173 PARTS FOR PUMP			800.00	
										03/10/2017	03/10/2017			
													TOTAL VENDOR:	800.00 * 0.00 *
1397	PAUL DOLCINI SEWER SERVICE									Last paid: 03/29/2017	Last edit: 10/13/2016		1099: N TIN: 000000000	
14-0000-0-5610.00-0000-8100-000-000-000										PO-170184 PLUMBING REPAIRS			871.80	
										03/01/2017	03/01/2017			
													TOTAL VENDOR:	871.80 * 0.00 *
										FUND 14		TOTAL:	1,671.80	49.74
										Report Total:			91,390.93-	97,713.02

Valenzuela/CAHSEE Lawsuit Settlement
Quarterly Report on Williams Uniform Complaints
 [Education Code § 35186(d)]

District: NICASIO SCHOOL DISTRICT

Person completing this form: Mikki McIntyre Title: Office Manager

Quarterly Report Submission Date: ☐ July 2016
☐ October 2016
☐ January 2017
☒ April 2017

Date for information to be reported publicly at governing board meeting March 30, 2017

Please check the box that applies:

- ☒ No complaints were filed with any school in the district during the quarter indicated above.
- ☐ Complaints were filed with schools in the district during the quarter indicated above. The following chart summarizes the nature and resolution of these complaints.

General Subject Area	Total # of Complaints	# Resolved	# Unresolved
Textbooks and Instructional Materials			
Teacher Vacancy or Misassignment			
Facilities Conditions			
CAHSEE Intensive Instruction and Services			
TOTALS	0		

Tom Lohwasser

 Print Name of District Superintendent

 Signature of District Superintendent

 Date



5555 Nicasio Valley Road, Nicasio, CA 94946

☎ 415.662.2184 / 📠 415.662.2250 / www.nicasioschool.org

Date: 3/27/2017
To: Nicasio Board of Trustees
From: Barbara Snekkevik
Subject: Principal's Report

Events & Activities

- Farm Day Field Trip for K-5 at the Marin Civic Center on March 16th
 - Theme was "Grown in the Sun"
 - Our K-2 students won first place in the poster contest. 3rd grade won second place.
 - Several 4th and 5th grade students won prizes for poetry entries:
 - First place: John Thomas K. and Cassidy R.
 - Second place: Adam U. and Gwendolyn K.
 - Third place: Isla S. and Daniel S.
 - Fourth place: Haley D.
 - Fifth place: Flora L.
- Puberty Education (grades 5/6) and Sexuality/Health Education (grades 7/8)
 - Presented by guest teacher Jennifer Devine
 - March 27-30
- Bingo Night on March 10th was a lovely night for the community
- Open House and Talent Show next Thursday, April 6th starting at 6 pm
- Owl Box update... owlets are hatching!
- Drake High School registration is now open! Communicating with Drake's counseling office and our families to ensure students are registered as soon as possible.

Staff Updates

- Professional Development Day, March 13th
 - Staff review of LCAP goals
 - California Assessment of Student Performance and Progress (CAASPP)

- Established testing schedule with K-8 teachers (May 2nd-11th)
 - Overview of new CAST pilot science test
 - Introduction of Interim Assessment Blocks
- Curriculum Conversation
 - What do we use? What are our needs?
 - Formal adoption of English Language Arts curriculum
 - Teacher leaders assigned in each curricular area
- *Capturing Kids' Hearts* presented at Marin County Office of Education
 - Two-day workshop attended by Ellian Klein
 - Ellian will present to staff on Wednesday, April 5th
 - Staff is interested in using school-wide social emotional curriculum
 - Will continue to research options for 2017-18
- Gold Ribbon Award Site Validation Visit at Drake High School
 - Barbara participated in the site visit on March 14th
 - Drake's Wellness Program and Center were presented

Site Updates

- Septic Monitoring
 - Contract signed and returned to Troy Pearce at AYS Engineering, Inc.
 - Troy will work with county to submit application for operating permit

Agenda Item # 6a1

AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD

March 30, 2017

Agenda Item # 6a11

AUTHORIZATION TO SIGN ON BEHALF OF THE GOVERNING BOARD

March 30, 2017

City

Date _____

Barbara Snekkevik IS AUTHORIZED TO SIGN THE FOLLOWING ON BEHALF OF THE BOARD:
Name (Typed)

Principal
Title

Please Indicate
"Yes" or "No"

Payroll & Retirement

Overpayment / Adjustment	X	_____
Retirement Election Forms	X	_____
Sick Leave Transfers	X	_____
Sick Leave Service Credit Calculations	X	_____

Cash Receipt / Disbursement Authorization

Endorsement Checks.....	X	_____
Journal Vouchers Requests.....	X	_____
Loan Request –Tax Anticipation Note (TAN)	X	_____
Payroll Order Certification	X	_____
Vendor Payment Certification	X	_____
Deposit Transmittal.....	X	_____

Attendance Reporting

Attendance Certifications	X
---------------------------------	---

State and Federal Reporting

Audit Findings-Certification of Corrective Action	X	_____
Certification of Federal Funds	X	_____
Independent Auditor Selection Form	X	_____
Salary and Benefit Schedule (J90).....	X	_____

Other (Please Specify.....)

Signed by a majority of trustees (Original signatures required on all copies):
