

**NICASIO SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**MINUTES**

~ Regular Meeting ~

Thursday, March 30, 2017 5:00 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA

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**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, Interim Business Official Margie Bonardi and Office Manager Mikki McIntyre*

**2. Open Session Agenda**

- a. **Patriotic Moment** in recognition of the opening of the 2017 Baseball Season
- 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:** 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)  
*Action: M/S: Sloane/Rutledge to approve Consent Agenda **Vote: 3/0*** *Ayes: Rutledge, Sloane, Snell; Noes: None*

**5. Reports & Announcements** *Information*

- a. **Water System Update** *There was no update.*
- b. **Principal's Report** *Principal Snekkevik provided her report and added the following:*
  - Principal Snekkevik said that on Professional Development Day (March 13<sup>th</sup>), the entire staff met to review last year's LCAP goals. In the afternoon, certificated staff prepared for this year's state assessments.
  - She is ascertaining where the District is in the ELA adoption process. She has chosen teacher leaders in each area who will research curriculum options and share that information with their colleagues.
  - K/1/2 Teacher Ellian Klein recently attended a social-emotional workshop, "Capturing Kids' Hearts," and will present what she learned at the next PLC staff meeting.
  - John Carney, Director of Restorative Services & Marin County Youth Court with the Marin YMCA, will visit campus after spring break and provide staff with an overview of his restorative practices program.
  - The District has signed a contract with Troy Pearce of AYS Services to provide monitoring of the septic system.

- c. **Superintendent's Report** *Supt. Lohwasser reported the following:*
- Supt. Lohwasser acknowledged the personal loss by Barbara Snekkevik of her mother, who recently passed away. Condolences were extended to Barbara and her family.
  - Supt. Lohwasser attended the State Budget Overview conference at MCOE on March 29<sup>th</sup>. He summarized the governor's budget as a downgrade compared to the January projections, noting that the budget goal will not be met and NSD is very lucky that it does not rely on the state for its funding. He added that increased pension costs will continue to be of great concern to every district in the state. In response to a trustee's inquiry, he said NDS's pension liabilities will be discussed at the next Board meeting.
  - The trustees were encouraged to join Supt. Lohwasser at MCSBA's Annual Superintendent –Trustee Dinner on March 27. He said the event will showcase many innovative programs taking place at high schools around the county. Trustee Rutledge agreed to attend the dinner.
  - Supt. Lohwasser anticipates presenting a plan for business and superintendent services at the next Board meeting.
- d. **Trustees' Report** *There was no report.*

6. **Business Services**

- a. **Consider Resolution 2016-17 #6 Authorization to Sign on Behalf of the Governing Board for 2016-17**

*Action:* **M/S: Sloane/Rutledge** to approve Resolution 2016-17 #6 Authorization to Sign on Behalf of the Governing Board for 2016-17 **ROLL CALL Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

7. **Administrative/Governance**

- a. **Approve Enrollment Capacities for Interdistrict Attendance Requests into Nicasio School District for 2017-18** *Discussion:* Supt. Lohwasser explained that there are two facets to enrollment capacities as they relate to IDT requests into NSD: classroom/grade level and program. In response to the Board's request that Principal Snekkevik solicit feedback from teachers regarding classroom/grade level capacities, she reported that the staff recommended - from both a teaching perspective and a social pool standpoint - that the capacities remain unchanged. She noted the importance of maintaining classroom capacities due to the challenges of teaching three grade levels at one time. With regard to (special education) program capacities, Principal Snekkevik said the District needs to make sure it can serve the needs of its current special education students before considering new IDT students. She said the District can continue serving all current students for 2017-18, but is concerned about exceeding program capacities. Supt. Lohwasser noted that the program "caps" were marginally exceeded during 2016-17 due to the fact that enrollment dropped slightly, thereby reducing program capacities. He said that based on staff input, he recommends maintaining existing classroom/grade level and program capacities for the 2017-18 school year, with a slight variance to retain current special education students.

*Action:* **M/S: Sloane/Rutledge** to approve Enrollment Capacities for Interdistrict Attendance Requests into Nicasio School District for 2017-18 by maintaining existing capacities, with a slight program capacity adjustment to accommodate IDT renewal requests for special education students. **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

- b. **Approve 2017-18 Annual Calendar** *Discussion:* With regard to a trustee's concerns about the number of early dismissal days in November, Principal Snekkevik reported feedback from staff that although parent-teacher conferences result in several days of early dismissal, that is the optimal time of year to meet with parents. She added that the staff did not feel student learning is impacted by that schedule. Supt. Lohwasser noted that although no calendar is perfect, efforts are made to align feeder schools as much as possible, and that students are getting their required 180 days of instruction. *Action:* **M/S: Sloane/Rutledge** to approve 2017-18 Annual Calendar **Vote: 3/0** *Ayes:* Rutledge, Sloane, Snell; *Noes:* None

8. **Correspondence**

- 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**

- Budget items
- NSD Pension Update
- Update on Superintendent and Business Services
- LCAP
- Consideration of IDT requests for 2017-18
- Water system update

b. **Adjournment**

*Action:* **M/S: Sloane/Rutledge** to adjourn meeting at 5:52pm **Vote: 3/0** *Ayes:* Rutledge, Sloane, Snell; *Noes:* None

**Respectfully Submitted,**

***Mikki McIntyre***

Unadopted     Adopted

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**Madeleine Sloane, Clerk**