

Since 1862

Board of Trustees

Elaine Doss, *Board President* ~ Daniel Ager, *Trustee* ~ Mark Burton, *Trustee*

AGENDA

Regular Meeting of the Nicasio School District Board of Trustees

Thursday, May 4, 2023 5pm

Nicasio School Library, 5555 Nicasio Valley Road, Nicasio, California

1. Opening Business

- a. Call to Order (*Elaine Doss – Board President*)
- b. Roll Call
- c. Patriotic Moment

2. Approval and Adoption of Open Session Agenda (*Board President Doss*)

3. Reports

- a. Presentation by Representatives of San Geronimo Valley Community Center (*Dave Cort and Alexa Davidson*)
- b. Update on Water System Upgrade (*Supt. Snekkevik*)
- c. Trustee/Superintendent/Principal Announcements

4. Public Comment

Public Comment is only for items not on the agenda. No formal action will be taken. Board members or district staff may, but are not obligated to, briefly respond to statements made or question posed by the public about items not appearing on the agenda. Designated amount of time to address the Board is limited to three minutes per individual. Concerns about individual employees shall not be discussed in public at school board meetings. Please contact the superintendent with specific concerns.

5. Consent Agenda

- a. Approval of Minutes: March 28, 2023 Special Meeting and March 30, 2023 Regular Meeting of the Board of Trustees (*Supt. Snekkevik*)
- b. Ratify Warrants Paid: April 2023 (*CBO Bonardi*)
- c. Personnel Actions (*Supt. Snekkevik*)

6. Correspondence

- a. 2022-23 Second Interim Review, Kate Lane, Deputy Superintendent, April 14, 2023

7. Conclusion

- a. Agenda items for upcoming Board Agenda
- b. Adjournment

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

Since 1862

Board of Trustees

Elaine Doss, Board President ~ Daniel Ager, Trustee ~ Mark Burton, Trustee

SPECIAL MEETING MINUTES

Special Meeting of the Nicasio School District Board of Trustees

Tuesday, March 28, 2023 10am

Conference Room, Nicasio School, 5555 Nicasio Valley Road, California

1. Opening Business

- a. Call to Order at 10:10am
- b. Roll Call *Present* Trustees Elaine Doss and Mark Burton; *Absent*: Trustee Daniel Ager Also in attendance: Superintendent/Principal Barbara Snekkevik, Chief Business Official Margie Bonardi, District Secretary Mikki McIntyre and Technology Specialist Mark Tong

2. Approval and Adoption of Special Meeting Agenda

Action: M/S: Burton/Doss to approve and adopt Open Session Agenda **Vote: 2/0** Ayes: Burton and Doss; Noes: None

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

4. Action

- a. Consider Approval of AT&T Switched Ethernet Services Contract & E-Rate Rider – Contract ID#2868083 *Discussion:* CBO Margie Bonardi said Technology Specialist Mark Tong assisted the District in contracting with independent provider Infinity to procure E-Rate funding. E-Rate is an FCC program that offers schools funding for discounts on internet services, according to Mark. He said the application process for E-Rate would have been complicated and cost-prohibitive for a small district such as NSD, however, Infinity offered to charge the District minimally to assist in filing for the internet access discount. If the discount is approved, the annual savings on internet services for the District would be approximately 80% of the current \$6000 cost.

Action: M/S: Burton/Doss to approve AT&T Switched Ethernet Services Contract & E-Rate Rider – Contract ID#2868083 **Vote: 2/0** Ayes: Burton and Doss; Noes: None

5. Conclusion

- a. Adjournment
Action: M/S: Burton/Doss to adjourn meeting at 10:20am **Vote: 2/0** Ayes: Burton and Doss; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Mark Burton, Board Clerk

Since 1862

Board of Trustees

Elaine Doss, *Board President* ~ Daniel Ager, *Trustee* ~ Mark Burton, *Trustee*

MINUTES

Regular Meeting of the Nicasio School District Board of Trustees

Thursday, March 30, 2023 5pm

Nicasio School Library, 5555 Nicasio Valley Road, Nicasio, California

1. Opening Business

- a. Call to Order at 5:18pm
- b. Roll Call *Present Trustees Elaine Doss, Mark Burton and Daniel Ager; Also in attendance: Superintendent/Principal Barbara Snekkevik and District Secretary Mikki McIntyre.*
- c. Patriotic Moment in recognition of recent changes to rules of baseball, America's favorite pastime, which are designed to speed up the game.

2. Approval and Adoption of Special Meeting Agenda

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

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

4. Reports

- a. Trustee/Superintendent/Principal Announcements
 - i. Superintendent/Principal Snekkevik reported the following:
 - o Superintendent Updates: Superintendent/Principal cohort meeting, March 10 - Focus on Brown Act; ILT/DBO LCAP Development Workshop, March 9; AT&T Switched Ethernet Services Contract & E-Rate Rider- approved and submitted; Parcel tax planning- future workshop and/or agenda discussion item. Trustee Burton noted that he has started updating parcel tax renewal documents from 2015 in consideration of a potential May 7, 2024 ballot measure. He recommended placing the topic on the agenda in the fall.
 - o Events & Activities: March life skill- *fairness*; Principal's Chat, March 15; Poetry with guest teacher, Michele Rivers (four sessions in March); Spirit Day: Leprechaun Day, March 17; ELPAC testing completed; Nutrition/cooking classes with Mel Bebbington (three sessions for grades 3-8); NSF Movie Night, March 24; All-school assembly, March 30
 - o Staff Updates: Resignation of PE Specialist, Jamie Vattuone; Recruitment for District Secretary/Office Manager
 - o Site Updates: Transition to new propane provider (McPhail Fuel Company of Cotati); Installation of water level monitoring system (Jerry & Don's Pump and Well Service); Ongoing conversation with NSF and MCOE to repair playground equipment
 - o Upcoming Events: Field trip to Exploratorium, April 4 (grades 6/7/8); Open House, April 6 at 6 pm; Spirit Day: Stuffy to School Day, April 7; Spring Break, April 10-14; Principal's Chat, April 19; Mid-Trimester Benchmark Assessments and Early Release, April 21; Area Track Meet, April 27; CAASPP Testing, May 2-11

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

6. **Consent Agenda**

- a. Approval of Minutes: March 2, 2023 Regular Meeting of the Board of Trustees
- b. Ratify Warrants Paid: March 2023
- c. Quarterly Report on Williams Uniform Complaints: Jan.-Mar. 2023
- d. Personnel Action
- e. MOU Between MCOE and NSD re CALPADS Support Svcs. Feb-June 2023
- f. 2022-23 Agreement with School & College Legal Svcs.
- g. 2023-24 Interdistrict Transfer OUT of NSD
 - i. IDTX 23-24-01
 - ii. IDTX 23-24-02

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

7. **Action**

NSD 2022-23 Transportation Plan *Discussion:* Supt. Snekkevik explained that by submitting the transportation plan, the District can receive a 60% reimbursement for home to school transport of resident students who attend special education programs outside of Nicasio School. The estimated reimbursement last year will be \$18,000.

Action: M/S: Ager/Burton to approve NSD 2022-23 Transportation Plan **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None

8. **Conclusion**

- a. Agenda items for upcoming Board Agenda
 - i. SGVCC Guest Speakers – May 2023
 - ii. Parcel Tax Renewal – Sept. 2023
- b. Adjournment

Action: M/S: Ager/Burton to adjourn meeting at 5:48pm **Vote: 3/0** Ayes: Burton and Doss;
Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Mark Burton, Board Clerk

Nicasio School District

Since 1862

Board of Trustees

Elaine Doss, *Board President* ~ Daniel Ager, *Trustee* ~ Mark Burton, *Trustee*

To: Nicasio School District Board of Trustees
From: Margie Bonardi, CBO
Date: May 4, , 2023
Re: Monthly Warrant Approval

Objective: To Approve Monthly Warrants

Background: Warrants are processed monthly and reflect expenditures for Nicasio School District. Payments (warrants) include: employee payroll, district operations, safety, instructional materials, supplies and state and county required expenditures.

Funding Source/Cost: All Funding Sources –

Warrants through March - \$ 44,013.79

Batches: 0035, 0036, 0037, 0038, 0039

Recommendation: Staff recommends approval of warrants.

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/19/2023

05/01/23 PAGE 1

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0037 GF 04/19/2023
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20351589	001523/	INFINITY COMMUNICATIONS & CONS				
		PO-230134	1. 01-5830-0-5940.00-0000-2700-000-000-000	INV 15489		250.00
			WARRANT TOTAL			\$250.00
20351590	001323/	NORTH BAY TAXI				
		PO-230030	1. 01-6500-0-5840.00-5770-3600-000-707-000	MARCH 2023 INV		2,870.00
			WARRANT TOTAL			\$2,870.00
20351591	000007/	ODF BUSINESS SOLUTIONS LLC				
		PO-230183	2. 01-0000-0-4300.00-0000-8200-000-000-000	305772742001		110.59
			1. 01-1100-0-4300.00-0000-2700-000-000-000	305772742001		38.15
			3. 01-1100-0-4300.00-1110-1010-000-345-000	305808268001		21.33
			3. 01-1100-0-4300.00-1110-1010-000-345-000	3057720742001		93.13
			WARRANT TOTAL			\$263.20
20351592	001449/	ONWARD				
		PO-230031	1. 01-9322-0-5940.00-1110-1010-000-000-000	10000720486 - APRIL CHARGES		500.00
			WARRANT TOTAL			\$500.00
20351593	001505/	READYFRESH				
		PO-230039	2. 01-0000-0-4315.00-0000-8200-000-000-000	INV #0306703289400		165.53
			WARRANT TOTAL			\$165.53
20351594	001272/	RAUL SALDANA				
		PO-230037	3. 01-0000-0-5840.00-0000-8200-000-000-000	APRIL 2023 PAYMENT		425.00
			WARRANT TOTAL			\$425.00
20351595	001260/	SILYCO				
		PO-230038	2. 01-1400-0-5849.00-1110-1010-000-000-000	APRIL 2023 PAYMENT		900.00
			WARRANT TOTAL			\$900.00
*** FUND TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:		\$5,373.73*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	7	TOTAL AMOUNT:		\$5,373.73*
*** BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:		\$5,373.73*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	7	TOTAL AMOUNT:		\$5,373.73*
*** DISTRICT TOTALS ***		TOTAL NUMBER OF CHECKS:	7	TOTAL AMOUNT OF CHECKS:		\$5,373.73*
		TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:		\$.00*
		TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:		\$.00*
		TOTAL PAYMENTS:	7	TOTAL AMOUNT:		\$5,373.73*

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/12/2023

05/01/23 PAGE 1

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0036 GF 04/12/2023
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION			
20351009	001204/	ADT COMMERCIAL				
		PO-230002 1. 01-0000-0-5620.00-0000-8300-000-000-000	INV 149803712			127.11
		WARRANT TOTAL				\$127.11
20351010	000922/	AMERIGAS				
		PO-230003 2. 01-0000-0-5505.00-0000-8200-000-000-000	3148314061			667.82
		WARRANT TOTAL				\$667.82
20351011	001341/	COMMON SENSE BUSINESS SOLUTION				
		PO-230011 2. 01-0000-0-5840.00-1110-1010-000-000-050	inv 70497			73.57
		WARRANT TOTAL				\$73.57
20351012	001177/	COUNTY OF MARIN ENVIR HLTH SVC				
		PO-230013 2. 01-0000-0-5839.00-0000-8200-000-000-000	BILL # 36180 TRANS 511258			628.00
		2. 01-0000-0-5839.00-0000-8200-000-000-000	BILL # 36180 TRANS 511259			15.00
		WARRANT TOTAL				\$643.00
20351013	000807/	JERRY & DON'S PUMP & WELL				
		PO-230020 1. 01-0000-0-5535.00-0000-8200-000-000-000	0160994 INV			1,006.12
		PV-230062 01-0000-0-5610.00-0000-8119-000-000-000	INSTALL SOUNDING TUBE WELL			1,074.37
		WARRANT TOTAL				\$2,080.49
20351014	000596/	MARIN COUNTY				
		PO-230184 1. 01-0000-0-5839.00-0000-7110-000-000-000	NOV 8, 2023 GENEAL ELECTION			250.00
		WARRANT TOTAL				\$250.00
20351015	001149/	MARIN COUNTY OFFICE OF ED				
		PV-230060 01-0000-0-9526.00-0000-0000-000-000-000	KLEIN KAISER			892.00
		01-0000-0-9526.00-0000-0000-000-000-000	YOUNG KAISER			2,657.00
		01-0000-0-9526.00-0000-0000-000-000-000	MCINTRE ANTHEM BC			1,029.00
		01-0000-0-9529.00-0000-0000-000-000-000	YOUNG, MCINTYRE, KLEIN VISION			62.79
		WARRANT TOTAL				\$4,640.79
20351016	000007/	ODP BUSINESS SOLUTIONS LLC				
		PO-230177 1. 01-0000-0-4300.00-0000-2700-000-000-000	301773220001			49.54

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/12/2023

05/01/23 PAGE 2

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0036 GF 04/12/2023
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
		2.	01-0000-0-4300.00-0000-8200-000-000-000	301773220001		585.37
	PO-230180	1.	01-0000-0-4300.00-0000-3700-000-000-000	303037060001		40.08
		2.	01-0000-0-4300.00-0000-8200-000-000-000	30307060001		113.25
	PO-230181	1.	01-1100-0-4300.00-1110-1010-000-678-000	301350451001		32.46
		1.	01-1100-0-4300.00-1110-1010-000-678-000	301350455001		17.73
		1.	01-1100-0-4300.00-1110-1010-000-678-000	301313910001		78.91
			WARRANT TOTAL			\$917.34
20351017	000750/		POSTMASTER			
	PV-230061		01-0000-0-5960.00-0000-2700-000-000-000	ANNUAL FEE		332.00
			WARRANT TOTAL			\$332.00
20351018	000021/		RECOLOGY			
	PO-230040	1.	01-0000-0-5550.00-0000-8200-000-000-000	BILLING # 35659820		368.23
			WARRANT TOTAL			\$368.23
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	10	TOTAL AMOUNT OF CHECKS:	\$10,100.35*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	10	TOTAL AMOUNT:	\$10,100.35*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	10	TOTAL AMOUNT OF CHECKS:	\$10,100.35*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	10	TOTAL AMOUNT:	\$10,100.35*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	10	TOTAL AMOUNT OF CHECKS:	\$10,100.35*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	10	TOTAL AMOUNT:	\$10,100.35*

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 03/31/2023

05/01/23 PAGE 1

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0035 GF 03/29/23
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20350118	000922/	AMERIGAS				
		PO-230003	1. 01-0000-0-5505.00-0000-8200-000-000-000	3148068477		574.83
			WARRANT TOTAL			\$574.83
20350119	000568/	AT&T				
		PO-230004	1. 01-0000-0-5970.00-0000-2700-000-000-000	000019660734		112.16
			WARRANT TOTAL			\$112.16
20350120	001468/	PAOLA & RAFAEL BARAJAS				
		PO-230007	1. 01-6500-0-5840.00-5770-3600-000-706-000	FEB 2023 MILEAGE		135.19
			WARRANT TOTAL			\$135.19
20350121	001512/	CITI CARDS				
		FV-230059	01-0000-0-4300.00-0000-2700-000-000-000	ADMIN SUPPLIES		37.54
			01-0000-0-4300.00-0000-2700-000-000-000	BD/STAFF MEETING SUPPLIES		30.27
			01-0000-0-4300.00-0000-8200-000-000-000	EMERGENCY SUPPLIES/CUSTODIAL		45.45
			01-0000-0-5300.00-0000-7100-000-000-000	MONTHLY DUES		14.99
			01-6762-0-4200.00-1110-1010-000-000-000	CLASSRM LIBRARY BOOKS		122.25
			01-9315-0-4300.00-1110-1010-000-000-000	STUDENT COUNCIL SUPPLIES		9.99
			01-9327-0-4300.00-1110-1010-000-000-000	PE SUPPLIES		43.27
			WARRANT TOTAL			\$303.76
20350122	000586/	FISHMAN SUPPLY COMPANY				
		PO-230178	1. 01-0000-0-4300.00-0000-8200-000-000-000	1393494		297.28
			WARRANT TOTAL			\$297.28
20350123	001461/	GREAT AMERICAN FINANCIAL CORP				
		PO-230017	1. 01-0000-0-5840.00-0000-2700-000-000-050	33636844		230.58
			WARRANT TOTAL			\$230.58
20350124	001149/	MARIN COUNTY OFFICE OF ED				
		PV-230057	01-0000-0-9526.00-0000-0000-000-000-000	KLEIN KAISER		892.00
			01-0000-0-9526.00-0000-0000-000-000-000	M YOUNG KAISER		2,657.00

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 03/31/2023

05/01/23 PAGE 2

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0035 GF 03/29/23
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
			01-0000-0-9526.00-0000-0000-000-000-000	ANTHEM		1,029.00
			01-0000-0-9529.00-0000-0000-000-000-000	KLEIN, MCINTYRE, YOUNG		62.79
			WARRANT TOTAL			\$4,640.79
20350125	000007/	ODP BUSINESS SOLUTIONS LLC				
		PO-230173	2. 01-0000-0-4300.00-0000-2700-000-000-000	300529864001		3.73
			1. 01-0000-0-4300.00-0000-3700-000-000-000	300529864001		40.07
			3. 01-0000-0-4300.00-0000-8200-000-000-000	3005298664001		20.71
			3. 01-0000-0-4300.00-0000-8200-000-000-000	300526034001		51.27
		PO-230177	2. 01-0000-0-4300.00-0000-8200-000-000-000	301730749001		491.65
			WARRANT TOTAL			\$607.43
20350126	001520/	OPTIMUM FOODS LLC				
		PO-230036	1. 01-0000-0-4300.00-0000-3700-000-000-000	INV 502803		1,138.49
			WARRANT TOTAL			\$1,138.49
20350127	000012/	F G & E				
		PO-230032	1. 01-0000-0-5510.00-0000-8200-000-000-000	8516765363-4		1,374.88
			1. 01-0000-0-5510.00-0000-8200-000-000-000	4964672870-6		105.89
			WARRANT TOTAL			\$1,480.77
20350128	001272/	RAUL SALDANA				
		PO-230037	3. 01-0000-0-5840.00-0000-8200-000-000-000	MARCH 2023 PAYMENT		425.00
			WARRANT TOTAL			\$425.00
20350129	001509/	SGVCC				
		PO-230132	1. 01-0000-0-5840.00-1514-1010-000-150-000	SHUTTLE SERVICE FEB 2023		1,525.00
			WARRANT TOTAL			\$1,525.00
20350130	001260/	SILYCO				
		PO-230038	2. 01-1400-0-5849.00-1110-1010-000-000-000	MARCH 2023 PAYMENT		900.00
			WARRANT TOTAL			\$900.00
20350131	001426/	KRISTY SNAITH				
		PV-230058	01-9315-0-5819.00-1110-1010-000-000-000	FIELD TRIP PARKING		50.00

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 03/31/2023

05/01/23 PAGE 3

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0035 GF 03/29/23
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT										
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT		

WARRANT TOTAL														\$50.00		
*** FUND TOTALS ***																
TOTAL NUMBER OF CHECKS:														14	TOTAL AMOUNT OF CHECKS:	\$12,421.28*
TOTAL ACH GENERATED:														0	TOTAL AMOUNT OF ACH:	\$.00*
TOTAL EFT GENERATED:														0	TOTAL AMOUNT OF EFT:	\$.00*
TOTAL PAYMENTS:														14	TOTAL AMOUNT:	\$12,421.28*

APY250 L.00.06

Marin County Office of Education
 COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 03/31/2023

05/01/23 PAGE 4

DISTRICT: 031 NICASIO SCHOOL DISTRICT

BATCH: 0035 GF 03/29/23

FUND : 14 DEFERRED MAINTENANCE FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT								
REQ#	REFERENCE	LN	FD	RESC	Y	OBJT	SO	GOAL	FUNC	LOC	ACT	GRP	DESCRIPTION	AMOUNT
20350132	001528/	NORTH POINT PEST SOLUTIONS INC												
		PO-230161	1.	14-0000-0-5635.00-0000-8100-000-000-000									INV #210269	10,620.00
													WARRANT TOTAL	\$10,620.00
*** FUND	TOTALS ***													
													TOTAL NUMBER OF CHECKS:	1
													TOTAL AMOUNT OF CHECKS:	\$10,620.00*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$.00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$.00*
													TOTAL PAYMENTS:	1
													TOTAL AMOUNT:	\$10,620.00*
*** BATCH TOTALS ***														
													TOTAL NUMBER OF CHECKS:	15
													TOTAL AMOUNT OF CHECKS:	\$23,041.28*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$.00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$.00*
													TOTAL PAYMENTS:	15
													TOTAL AMOUNT:	\$23,041.28*
*** DISTRICT TOTALS ***														
													TOTAL NUMBER OF CHECKS:	15
													TOTAL AMOUNT OF CHECKS:	\$23,041.28*
													TOTAL ACH GENERATED:	0
													TOTAL AMOUNT OF ACH:	\$.00*
													TOTAL EFT GENERATED:	0
													TOTAL AMOUNT OF EFT:	\$.00*
													TOTAL PAYMENTS:	15
													TOTAL AMOUNT:	\$23,041.28*

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/21/2023

05/01/23 PAGE 1

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0038 GF 4/21/2023
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20351865	001512/	CITI CARDS				
	PV-230063		01-0000-0-4300.00-0000-2700-000-000-000	TRADER JOES BD MTG SUPPLIES		28.34
			01-0000-0-4300.00-0000-3700-000-000-000	COSTCO MEALS		230.86
			01-0000-0-4300.00-0000-8200-000-000-000	AMAZON JANITOROAL SUP		49.32
			01-0000-0-4300.00-0000-8200-000-000-000	AMAZON VAC BAGS		72.64
			01-0000-0-4300.00-0000-8200-000-000-000	AMAZON EMERG SUPP		26.66
			01-0000-0-4300.00-0000-8200-000-000-000	COSTCO JANITORIAL SUPP		56.27
			01-0000-0-4300.00-0000-8200-000-000-000	AMAZON EMERGENCY SUPP		20.93
			01-0000-0-4300.00-0000-8200-000-000-000	AMAZON EMERGENCY SUPP		25.95
			01-0000-0-5300.00-0000-7100-000-000-000	ZOOM FEE		15.99
			01-0000-0-5839.00-1110-1010-000-000-000	LATE FEE/INTEREST		55.20
			01-1100-0-4300.00-1110-1010-000-000-000	AMAZON VIDEO MS INSTRUCT		7.99
			WARRANT TOTAL			\$590.15
20351866	001461/	GREAT AMERICAN FINANCIAL CORP				
	PO-230017	1.	01-0000-0-5840.00-0000-2700-000-000-050	inv 33837997		174.28
			WARRANT TOTAL			\$174.28
20351867	001509/	SGVCC				
	PO-230132	1.	01-0000-0-5840.00-1514-1010-000-150-000	MARCH 2023 VAN AND CLASSES		2,219.00
			WARRANT TOTAL			\$2,219.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	3	TOTAL AMOUNT OF CHECKS:	\$2,983.43*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	3	TOTAL AMOUNT:	\$2,983.43*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	3	TOTAL AMOUNT OF CHECKS:	\$2,983.43*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	3	TOTAL AMOUNT:	\$2,983.43*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	3	TOTAL AMOUNT OF CHECKS:	\$2,983.43*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	3	TOTAL AMOUNT:	\$2,983.43*

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/26/2023

05/01/23 PAGE 1

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0039 4.24.23
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20352131	000568/	AT&T				
		PO-230004	1. 01-0000-0-5970.00-0000-2700-000-000-000	000019806915		107.00
			WARRANT TOTAL			\$107.00
20352132	000276/	MARIN SCHOOLS INSURANCE				
		PV-230064	01-0000-0-9528.00-0000-0000-000-000-000	APRIL PREM. KLEIN, YOUNG, MCIN		390.72
			WARRANT TOTAL			\$390.72
20352133	000012/	P G & E				
		PO-230032	1. 01-0000-0-5510.00-0000-8200-000-000-000	4964672780-6		190.57
			1. 01-0000-0-5510.00-0000-8200-000-000-000	8516765363-4		1,452.73
			WARRANT TOTAL			\$1,643.30
20352134	001426/	KRISTY SNAITH				
		PV-230066	01-6762-0-4200.00-1110-1010-000-000-000	REIMB SUPPLIES BOOKS		171.58
		PV-230067	01-9315-0-4300.00-1110-1010-000-000-000	REIMB SUDENT COUNCIL CASH BOX		29.22
			01-9315-0-5819.00-1110-1010-000-000-000	REIMB FIELD TRIP TICKETS		108.00
			WARRANT TOTAL			\$308.80
20352135	001418/	BARBARA SNEKKEVIK				
		PV-230065	01-0000-0-4300.00-0000-2700-000-000-000	REIMBURSE ADMIN		51.00
			01-9327-0-4300.00-1110-1010-000-000-000	REIMBURSE PE		14.18
			WARRANT TOTAL			\$65.18
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	5	TOTAL AMOUNT OF CHECKS:	\$2,515.00*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	5	TOTAL AMOUNT:	\$2,515.00*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	5	TOTAL AMOUNT OF CHECKS:	\$2,515.00*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	5	TOTAL AMOUNT:	\$2,515.00*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	5	TOTAL AMOUNT OF CHECKS:	\$2,515.00*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	5	TOTAL AMOUNT:	\$2,515.00*

Nicasio School District

Since 1862

Board of Trustees

Elaine Doss, *Board President* ~ Daniel Ager, *Trustee* ~ Mark Burton, *Trustee*

To: Nicasio School District Board of Trustees
From: Barbara Snekkevik, Superintendent/Principal
Date: May 4, 2023
Re: Consent: Personnel – PE Specialist/Yard Supervisor

Objective:

To approve Personnel Action regarding the hire of a one part-time classified position (PE Specialist/Yard Supervisor).

Background:

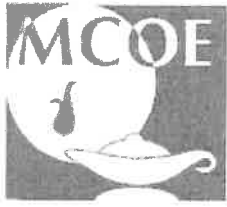
The district's contracted PE Specialist, James Vattuone, resigned from his position on March 10, 2023. This resignation left an open position. If approved, Jane O'Brien will fill this part-time position effective April 17 until June 12, 2023.

Funding Source/Cost:

Unrestricted General Fund / Cost: Placement on the salary schedule will be determined once staff has been approved.

Recommendation:

Recommendation: Staff recommends approval of the Personnel Action as listed.



MARIN COUNTY OFFICE OF EDUCATION

1111 LAS GALLINAS AVENUE
P.O. BOX 4925
SAN RAFAEL, CA 94913-4925

JOHN A. CARROLL
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

(415) 472-4110
FAX (415) 491-6625
marincoe@marinschools.org

April 14, 2023

President of Board & Board of Trustees
Nicasio School District
PO Box 711
Nicasio, CA 94946

Dear President Doss and Members of the Board,

Our office has completed its review of the Nicasio School District's second interim budget report for 2022-23 in compliance with the provisions of Education Code 42131(a)(2). The Governing Board approved the budget with a positive certification that the district will be able to meet its financial obligations for the current and subsequent two (2) years.

The Code requires the County Superintendent to concur with or change interim report certifications after examining the report to determine whether it complies with the standards and criteria established pursuant to Education Code 33127 and determining whether the interim budget will allow the district to meet its financial obligations during the current fiscal year and is consistent with a financial plan that will enable the district to satisfy its multi-year financial commitments.

Based upon our review, we concur with the Board's POSITIVE certification of the second interim budget report.

BUDGETARY POSITION FOR NICASIO SCHOOL DISTRICT

The district's second interim budget and multi-year projection reflects a deterioration in budgetary position when compared to the first interim budget. The following graph depicts the district's estimated ending balance in the second interim budget and multi-year projection for the unrestricted general fund with both the state required minimum reserve and the district's actual reserve as a percentage of total general fund expenditures.

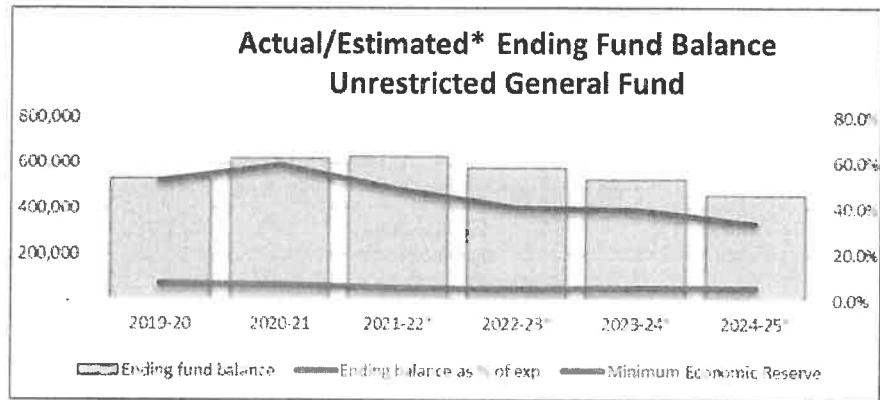
The district's ending balance meets the minimum required reserve requirement for the current and both subsequent years, nonetheless, the district's reserves are declining at an unsustainable rate.

RECEIVED

APR 26 2023

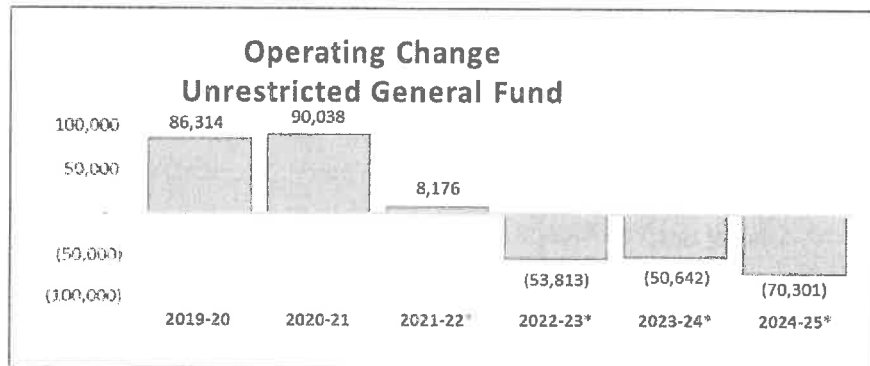
By Nicasio School/District

1
Nicasio School District
2022-23 Second Interim Review



OPERATING CHANGES

The district's interim budget reflects operating deficits in the unrestricted general fund in all three (3) years of the multi-year projection as displayed in the chart below.



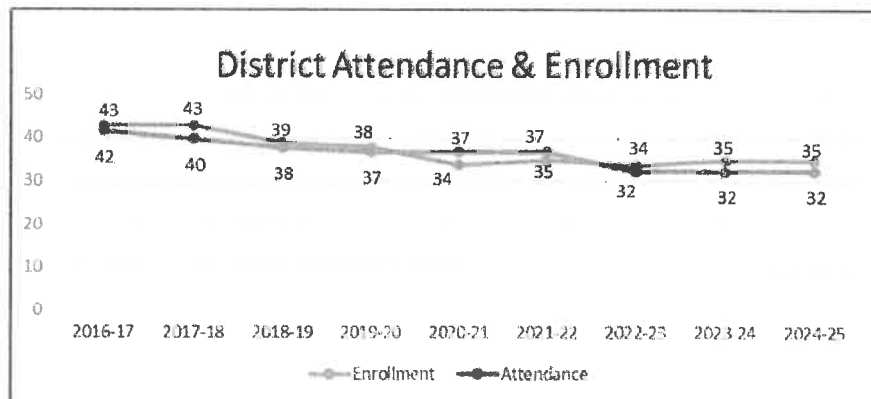
The cumulative impact of this projected deficit spending is a 28% decline in fund balance over the current plus two subsequent years, leaving the district with reserves of \$455 thousand or 33% of general fund expenditures on June 30, 2025. While some deficit spending may be a result of one-time costs from prior year funding sources, ongoing structural deficits threaten a school district's future educational programs. Districts that wait too long to address and correct structural deficits are forced to make dramatic corrections all at once. In contrast, carefully planned and phased-in structural corrections lessen the impact on children.

STUDENT ATTENDANCE

The district is estimating student enrollment and associated average daily attendance (ADA) will remain essentially unchanged as reflected in the chart below. The state has altered the way attendance is calculated to provide a new guarantee against declines in ADA. Districts were previously funded on the better of current or prior year ADA, offering a one-year reprieve against ADA declines. During the pandemic, attendance was based on 2019-20, however, beginning in the 2022-23 school year, districts are now funded on the better of current, prior year or the average of the three most recent prior years' ADA.

As a community funded district, changes in ADA do not impact the projection of LCFF revenues, however the increase to the base grant and to the calculation of funded ADA increases the supplemental and concentration

components of the LCFF, increasing the district's obligation to increase or improve services for vulnerable students.



All districts, regardless of funding base, rely on attendance to drive many factors. As well as forming the basis of many one-time and grant funding opportunities, staffing needs, facilities and supplies are shaped by the number of students served. We recommend that all districts place a high priority on monitoring student enrollment and attendance.

FEDERAL BUDGET

President Biden released the federal budget proposal for fiscal year 2024 on March 9, 2023, requesting a total of \$6.9 trillion in mandatory and discretionary federal spending. While the proposal includes a 13.6% increase in education funding from the fiscal year 2023 enacted level, it is too early in the process to determine the potential impact to California schools. We will continue to monitor the budget proposal's progress in Washington DC but note that the FY2023 budget was only recently approved.

SALARY SETTLEMENTS

School districts are in the "people business" and as a result the budget is largely driven by salaries and benefits. Due to the ongoing nature of these costs, any permanent increases to salary require permanent and ongoing funding sources.

RESERVES

The district maintains the state-required minimum reserve for economic uncertainty of \$75,000 of total general fund expenditures in the current and two (2) subsequent years. In addition, we note the district maintains a Board reserve for economic uncertainty of \$204,832 for a total reserve of \$279,832 in all three (3) years of the budget and multi-year projection.

All school districts, whether state aid or community funded, are well advised to establish higher than minimum reserves in order to provide for the financial flexibility to absorb unanticipated expenditures without significant disruption to educational programs, cash flow deferrals and general economic uncertainties. The recommended use of reserves is for one-time expenditures. Higher than minimum reserves allow the district to better ensure consistent and stable program offerings for students.

CONCLUSION

We thank district staff for the timely submission of the second interim budget using the statutorily required forms, and responsiveness to the requests for information made in the course of our technical review. If you have any questions, please do not hesitate to contact me at 415-499-5835.

We appreciate your dedication and service to the children of Marin County. Due to your good fiscal stewardship, the children of Marin County will continue to experience quality education now and in the future.

Sincerely,

JOHN A. CARROLL

Marin County Superintendent of Schools

A handwritten signature in cursive script that reads "Kate Lane".

KATE LANE

Deputy Superintendent

Cc: Barbara Snekkevik, Superintendent
Margie Bonardi, Interim Chief Business Official