

# Nicasio School District

Since 1862

Board of Trustees

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

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## MINUTES

### Regular Meeting of the Nicasio School District Board of Trustees

**Wednesday, April 1, 2020 5pm**

Meeting held via videoconference pursuant to Executive Order N-25-20 issued by California Governor Gavin Newsom on March 12, 2020. Videoconference access information was posted on the District website:  
<http://www.nicasioschool.org/index.php/school-board/board-meetings>

#### 1. **OPENING BUSINESS**

- a. Call to Order at 5:01pm
- b. Roll Call *Present (via videoconference): Trustees Elaine Doss, Mark Burton and Michelle Rutledge Also in attendance (via videoconference): Interim Superintendent Nancy Neu, Principal Barbara Snekkevik, Chief Business Official Margie Bonardi and District Secretary/Office Manager Mikki McIntyre*
- c. Patriotic Moment observed with regret for the current pandemic, but gratitude for the support of one another during this time.

2. **Approval and Adoption of Open Session Agenda** *Discussion:* Correction was made on agenda item #6a. Resolution should be listed as 2019-20 #5 instead of #4. Action: **M/S: Doss/Burton** to approve and adopt Open Session Agenda with correction to Item #6a as noted. **Vote: 3/0**  
Ayes: Doss, Burton and Rutledge; Noes: None

#### 3. **Reports**

- a. Trustee/Superintendent/Principal Announcements
  - i. Interim Supt. Neu expressed appreciation to the governance team for participating in the meeting via teleconference, adding that the transition from in-person to virtual meetings has been a learning process for everyone.
  - ii. She provided an update on the latest Covid-19 related messages from the Governor Newsom, State Supt. of Schools Tony Thurmond, and Marin County Supt. of Schools Mary Jane Burke:
    - Supt. Thurmond announced that it is unsafe for students to be campuses and it appears that students will not able to return to school before end of year.
    - Interim Supt. Neu noted that MCOE is working closely with public health officials and they have not yet given a determination on closing schools beyond May 1.
    - The Governor announced today that distance learning will continue through end of year.
    - A meeting among seven Bay Area regional health officials scheduled for April 2<sup>nd</sup> will determine if closure will go beyond May 3. The countywide districts take direction from public health officials. Principal Snekkevik is sending a letter out to parents to that effect. If the information changes

and the closure is extended, a new message will be communicated to parents.

- Governor Newsom announced a partnership with Google to extend Internet connection for students statewide and providing thousands of Chromebook for students and staff. Also, the CDE conducted a survey of each district's needs and Internet access.
  - Supt. Thurmond announced that assessments will be delayed for now, and that SAT scores will not be considered for college entrance to the UC and CSU systems. Those colleges will accept credit/no credit on transcripts. The state will soon provide guidelines on this semester's grading for students in lower grades.
  - Interim Supt. Neu is communicating daily with all superintendents countywide, along with Supt. Burke and the county public health director. She has also participated in two Nicasio School staff Zoom meetings and talks to Principal Snekkevik daily. In today's Superintendent's Day meeting, there was discussion of a committee that is addressing essential components of distance learning with the goal of establishing some consistency throughout the county.
  - State timelines for assessments such as CAASP and ELPAC have been suspended but federal timelines have not. Districts cannot suspend annual or triannual Special Education assessments. More complex assessments can be postponed until adequate information is collected and the meetings can be expedited later. Special education instruction should remain as consistent as possible, using phone, teleconference, etc. The key is to document everything that is being done to provide services to special education students.
  - A new state bill (SB 116) may reimburse districts for certain Covid-19 related expenditures. The District is tracking such expenses, particularly those related to disinfecting schools and distance learning. Also, the state may grant leniency on property taxes in situations where there has been job loss. Those delayed payments will result in a shortage of funding heading into 2020-21. As taxes come in, the districts will get reimbursed.
  - A trustee inquired about the status of free and reduced lunches for students. Interim Supt. Neu explained that the District wants to provide food for its students in need and a group has reached out to four local communities, including Nicasio, to provide food. The District will follow up later to identify students who qualify for free and reduced lunches.
- iii. Principal Snekkevik said she has been contacted by a group of representatives from several county organizations regarding how food and nutrition services are being provided to anyone who needs it. There was talk about distribution in a safe way, including a possible food pantry distribution at Nicasio School on Fridays in conjunction with the existing Homework Drop-off & Pick-up schedule. A follow-up meeting is scheduled for Friday, April 2.
- iv. Principal Snekkevik reported that all Nicasio School families now have accessibility to Google Classroom. She commended the entire staff for working so hard on behalf of all the students. Staff meetings take place via teleconference three days per week. The campus is open to staff, who are each careful to follow social distancing protocols. Teachers are adjusting their curriculum maps and lesson plans to dial into the must-have topics. The school is still communicating with

families weekly via Cougar Tracks, and the school website is updated regularly with new Covid19 information. She said that when the school community reconvenes back on campus eventually, everyone will be stronger for it, noting "We won't forget all the things we are learning right now."

- v. Regarding a staffing vacancy for 2020-21, Principal Snekkevik is attending a virtual personnel meeting on April 2 to address the hiring process. Interim Supt. Neu said hopefully the word can get out and the role can be filled from within the community.
- vi. The Board expressed gratitude to Interim Supt. Neu and Principal Snekkevik for all that they have been doing on behalf of the District in the face of the pandemic.

4. **Public Comment** *There were no public comments submitted.*

5. **Consent Agenda**

- a. Approval of Minutes: March 5, 2020
- b. Ratify Warrants Paid: March 2020
- c. Quarterly Report on Williams Uniform Complaints: Jan-Mar 2020
- d. Personnel Action

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

6. **Action**

- a. Consider Approval of Resolution 2019-20 #5 Regarding Emergency Actions by the Superintendent of Schools *Discussion:*  
Action: **M/S: Doss/Burton** to approve Resolution 2019-20 #4 Regarding Emergency Actions by the Superintendent of Schools **ROLL CALL Vote: 3/0** Ayes: Doss, Burton and Rutledge; Noes: None
- b. Memorandum of Understanding – Data Processing Consortium Financial System Reserve Fund 2018-19 CBO Bonardi explained that the reserve fund will be used to upgrade MCOE's data processing system over a projected five-year period.  
Action: **M/S: Doss/Burton** to approve Memorandum of Understanding – Data Processing Consortium Financial System Reserve Fund 2018-19 **Vote: 3/0** Ayes: Doss, Burton and Rutledge; Noes: None
- c. Memorandum of Understanding – Data Processing Consortium Financial System Reserve Fund 2019-20  
Action: **M/S: Doss/Burton** to approve Memorandum of Understanding – Data Processing Consortium Financial System Reserve Fund 2019-20 **Vote: 3/0** Ayes: Doss, Burton and Rutledge; Noes: None

7. **Correspondence**

- a. Monthly Report of County, Schools and District Investments as of December 31, 2019, Roy Given, Marin County Director of Finance, Feb. 25, 2020

8. **Conclusion**

- a. Agenda items for upcoming Board Agenda
  - i. May 7, 2020
    - Board Policies: Independent Study and Home & Hospital (First Readings)

- Resolution re Specifications of the Election Order (Nov 3, 2020)
  - Begin to consider new Board Member – one seat open.
  - Possible fiscal consequences of the pandemic on next year's budget
- ii. June, 2020
- IDTs
  - Budget Hearing
  - LCAP (tentative)

b. Adjournment

Action: **M/S: Doss/Burton** to adjourn meeting at 5:45pm **Vote: 3/0** Ayes: Doss, Rutledge, Burton; *Noes:* None

**Respectfully Submitted,**

***Mikki McIntyre***

☐ Unadopted    ☐ Adopted

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**Elaine Doss, Board Clerk**