

Nicasio School District

Since 1862

Board of Trustees

Michelle Rutledge, *Board President* ~ Madeleine Sloane, *Trustee* ~ Jason Snell, *Trustee*

MINUTES

Regular Meeting of the Nicasio School District Board of Trustees

Thursday, November 8, 2018 5pm

Nicasio School Library, 5555 Nicasio Valley Road, California

OPEN SESSION

1. **Call to Order** at 5:04pm

- a. **Patriotic Moment** There was recognition of the recent general election, as well as a moment of remembrance and appreciation for former NSD Board President Chuck Gompertz, who recently passed away. He served on the Board for many years and helped guide the District through construction of the new campus in the early 2000's. Trustee Madeleine Sloane noted that Mr. Gompertz' passing is a real loss to the entire community.
- b. **Roll Call** In attendance: **Trustees Jason Snell, Madeleine Sloane and Michelle Rutledge** *Also in attendance: Interim Superintendent Jan Derby, Ed.D., Principal Barbara Snekkevik and District Secretary/Office Manager Mikki McIntyre*
- c. **Trustee/Superintendent Announcements** Interim Supt. Derby reported the following:
 - Congratulations to neighboring school districts – TUHSD and SUSD - on their parcel tax and bond measure election results.
 - Trustee Workshop on Dec. 3, 2018 to focus on Ethics and the Brown Act.
 - Countywide calendar adoptions for 2019-21 are underway.
 - CSBA GAMUT for board policy development is needed to ensure policies are current. Board policies are required related to new laws focused on Educational Equity for Students in Immigrant Families.
- b. **Principal Announcements** Principal Snekkevik reported on the following:
 - Field trip to Tolay Fall Festival (grades 6/7/8), Oct. 11th
 - "Coco" Movie Night, Oct. 12th
 - Great California Shakeout Earthquake Drill, Oct. 18th
 - Walk-A-Thon, October 18th
 - Marin County Fire Department Visit to TK-2 class, Oct. 25th
 - Field trip to Nicasio Pumpkin Patch (grades TK-5), Oct. 19th
 - Schools Rule Distribution Event, Oct. 23rd
 - Halloween Parade, Parent Coffee, and Día de los Muertos ofrenda Oct. 31st
 - Intruder Lockdown and Parent Release Drill, Nov. 7th
 - Vision/Hearing Screening, Oct. 9th
 - School Assembly, Oct. 31st
 - Student recognition for October life skill, *Wellness*

- November life skill: *Generosity*
- California Poets in the Schools Program continues
- First trimester ends November 16th
- October Teacher of the Month, Kristy Snaith
- Staff Professional Development (CPR/First Aid/AED training), Oct. 15th
- Vaping Parent Workshop at MCOE, October 18th (Barbara)
- ELPAC Summative Assessment Coordinator Training at SCOE, Oct. 26th
- 2018 Keenan inspection report received and corrective actions in progress
- Annual heating system inspection, Oct. 17th

c. **Nicasio School Foundation Update** NSF Board Representative Mark Burton presented the following update:

- Many people attended movie night at the Nicasio Square. It was not a money-maker, however, it was a good event in the sense of kicking off the school year and building community.
- NSF will create and send its annual giving letter to the community before the end of December.
- The Foundation recently reimbursed the District for the expenses to hook up to the new high speed fiber optic Internet.
- Several grant requests have been made recently, and NSF is now signed up with the Sports Basement School Rewards Program. Shoppers can now designate that 10% of their purchase benefit Nicasio School.
- Plans for the annual spring fundraiser are starting, however, a date for the event has not yet been determined.
- There was 78% family participation in the recent Walk-a-thon fundraiser, which netted \$3800.
- Kristin Kuzma has taken on the role of NSF president and Ali Uzri has joined the board. Mr. Burton will continue to attend NSF meetings and provide ongoing assistance.

2. **Approval and Adoption of Agenda**

Action: **M/S: Snell/Sloane** to approve and adopt Open Session Agenda with the modification to add Public Comment, which was inadvertently omitted from the agenda **Vote: 3/0 Ayes:** Sloane, Snell, Rutledge; **Noes:** None

3. **Public Comment** (*This item was added as a modification to the agenda.*)

- a. There was no public comment.

4. **Consent Agenda**

- Approval of Minutes: Oct. 4, 2018 Regular Meeting and Oct. 4, 2018 Special Meeting
- Ratify Warrants Paid: October 2018-19
- Master Contract with Bay Area Community Resources
- 2018-19 Master Contract with Dragonfly Therapeutic

Action: **M/S: Snell/Sloane** to approve Consent Agenda **Vote: 3/0 Ayes:** Sloane, Snell, Rutledge; **Noes:** None

4. **Discussion**

a. **CA Department of Education Dashboard Annual Update**

Principal Snekkevik provided information regarding the required CDE Dashboard Annual Updates through which the District provides its own progress towards adhering to its LCAP priorities. Once the reporting is complete, the information will be available through a link on the CDE website and will be provided to parents.

5. **Action Items**

a. **Application to Establish State Funded PreK-School Program**

Interim Supt. Derby identified three options regarding submitting an application for a state-funded Pre-K Program – apply now to start the program in fall of 2019; apply next fall to begin in fall of 2020; or do not apply at all. Applications are now due for program implementation next fall. She also introduced Daphne Cummings, director of Shoreline Acres Pre-School, with whom the District would partner on the operation of an on-site, state-funded Pre-K program. Ms. Cummings said the hope would be to attract families for Pre-K who would become established at the school and want to remain there. She explained that the District would not be adding to its liability or adding to its classified staff. She noted that there is a lot of funding available through various local and state sources, and that the District would likely break even. There was discussion about extending afterschool care until 3pm for kindergarteners. A trustee expressed concern about moving too quickly on a whole new program when the District's existing budget issues have not yet been resolved. Interim Supt. Derby said that getting a pipeline in place to increase enrollment in the District is an important step to take.

Action: **M/S: Sloane/Snell** to approve submittal of an Application to Establish State Funded PreK-School Program for the 2019-20 school year. **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; *Noes: None*

b. **Board Policy #6153 Field Trips Revision: Second Reading**

In a follow-up to the first reading of BP6153, there was further discussion about medical authorization requirements for field trip participants and amending the field trip permission form to include a medical authorization section. The Board also requested changes regarding field trip approval subject to funding availability, staffing requirements, swimming proficiency, and not requiring a specified number of field trips per year.

Action: **M/S: Snell/Sloane** to approve revision of Board Policy #6153 Field Trips and related administrative regulations as noted. **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; *Noes: None*

c. **Board Policy #4160 Assault by Pupil Against Employee New: Second Reading**

Action: **M/S: Snell/Sloane** to approve new Board Policy #4160 Assault by Pupil Against Employee **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; *Noes: None*

d. **Year-End Field Trip Proposal Grades 3/4/5 and 6/7/8**

Principal Snekkevik noted that total cost of the proposed Gr. 3/4/5 increased due to the recent enrollment of a new student in the class.

e. Action: **M/S: Snell/Sloane** to approve Year-End Field Trip Proposals for Grades 3/4/5 and 6/7/8 **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; *Noes: None*

6. **Conclusion**

a. **Agenda Planning**

- i. Items for Dec. 6, 2018 Board Agenda: 4pm
 - 1. Annual Organizational Meeting
 - 2. Swearing-in of two new trustees
 - 3. First interim budget report
 - 4. IDT application timeframe
 - 5. Marin County Free Library Services Contract

b. **Adjournment**

Action: **M/S: Sloane/Snell** to Adjourn meeting at 6:08pm **Vote: 3/0** Ayes: Sloane, Snell, Rutledge; *Noes:* None

Respectfully submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Madeleine Sloane, Board Clerk