

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

Wednesday, September 5, 2018 5:00pm

Nicasio School Library, 5555 Nicasio Valley Road, California

1. Initial Matters

a. Call to Order at 5pm

In attendance: **Trustees Madeleine Sloane, Michelle Rutledge** Absent: **Trustee Jason Snell.**
Also in attendance: Superintendent Jan La Torre-Derby, Ed.D., Principal Barbara Snekkevik, Chief Business Official Margie Bonardi and Office Manager/District Secretary Mikki McIntyre

2. Open Session Agenda

- a. Patriotic Moment In honor of Labor Day
- b. Approve and Adopt Open Session Agenda

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

3. Public Comment *There was no public comment.*

4. Consent Agenda

- a. Approve Minutes: June 28, 2018 Special Meeting of Board of Trustees
- b. Ratify Warrants Paid: June 22 – Aug. 24, 2018
- c. Approve Quarterly Report on Williams Uniform Complaints (Apr-Jun 2018)
- d. Approve Certificate of Signatures
- e. Approve 2018 Conflict of Interest Code Biennial Notice
- f. Approve IDT Request Into NSD for 2018-19

- IDT 18-19-14

Action: **M/S: Sloane/Rutledge** to approve Consent Agenda with modification to the Conflict of Interest Biennial Code Notice as noted (i.e. check the box that an amendment is required). **Vote: 2/0** Ayes: Rutledge, Sloane; Noes: None

5. Reports & Announcements

a. Water System Upgrade Update

Community Member Holly McArthur provided a status report on the financial application for the Water System Upgrade. Despite having received notice of approval for the environmental elements of the application, there are state delays in the overall process. Substantial financial and technical updates by the District are required. The District needs a

project manager to facilitate the required engineering and permitting. Project management proposals will be presented to the Board for approval at a future meeting.

b. Principal's Report

Principal Snekkevik shared information on the following topics:

- Parent Clean-up Day
- Welcome Back Coffee for Parents
- Coverage by the Independent Journal of the First Day of School
- Back to School Night
- Field Trip to the Nicasio Historical Society
- Life Skill of the Month - *Inclusion*
- New Art Specialist
- Professional Development-LCAP, ELPAC, and CAASPP

c. Superintendent's Report

Superintendent La Torre-Derby, shared information on the following topics:

- Upcoming Marin County Trustee Elections
- Participating in the Field Trip to the Nicasio Historical Society
- School Safety Summit
- Mary Jane Burke-Marin County Superintendent to attend Swearing In Ceremony on December 6, 2018
- Suicide Prevention Policy

d. Trustees' Report There was no report.

6. Business Services

a. Approval of Unaudited Actuals for Fiscal Year Ending Jun 30 2018

CBO Bonardi summarized the 2017-18 unaudited actuals, noting that since the 2nd interim budget, revenues decreased overall by \$6,944 and overall expenditures decreased by \$21,925. The District benefited from changes in MCOE calculations on special education costs, which resulted in reduced excess costs. Additionally, several contracts came in lower than anticipated.

Action: **M/S: Sloane/Rutledge** to approve Unaudited Actuals for FY 2017-18 **Vote: 2/0**
Ayes: Rutledge, Sloane; Noes: None

b. Approval of Resolution 2018-19 #1 for Gann Limit

Action: **M/S: Sloane/Rutledge** to approve Resolution 2018-19 #1 for Gann Limit **ROLL CALL**
Vote: 2/0 Ayes: Rutledge, Sloane; Noes: None

c. Approval of 2017-18 Education Protection Account (EPA) Expenditures

Action: **M/S: Sloane/Rutledge** to approve 2017-18 EPA Expenditures **Vote: 2/0** Ayes: Rutledge, Sloane; Noes: None

d. Approval of Parcel Tax Expenditure Report

Action: **M/S: Sloane/Rutledge** to approve Parcel Tax Expenditure Report **Vote: 2/0** Ayes: Rutledge, Sloane; Noes: None

e. **2018-19 Governor's Budget Update: One-Time Discretionary Funding**

CBO Bonardi explained that the District will receive \$184 per student (approximately \$7800) in funding over a two-year period. It is discretionary, educationally related, one-time money. Further discussion will occur to determine recommendations for the use of these funds.

Action: **M/S: Sloane/Rutledge** to approve 2018-19 Governor's Budget Update: One-Time Discretionary Funding **Vote: 2/0** Ayes: Rutledge, Sloane; Noes: None

f. **Approval of Resolution 2018-19 #2 Authorization to Sign on Behalf of the Governing Board**

Action: **M/S: Sloane/Rutledge** to approve Resolution 2018-19 #2 Authorization to Sign on Behalf of the Governing Board **ROLL CALL Vote: 2/0** Ayes: Rutledge, Sloane; Noes: None

7. **Facilities**

- a. 2017 California State Water Board Consumer Confidence Report for Nicasio School (Water System #2100582) *Report was accepted by the Board.*

8. **Personnel**

a. **Approval to Hire .15 FTE Classified Art Specialist for 2018-19**

Action: **M/S: Sloane/Rutledge** to approve the hire of Janis Yerington as .15 FTE Classified Art Specialist for 2018-19 **Vote: 2/0** Ayes: Rutledge, Sloane; Noes: None

9. **Administrative/Governance**

a. **Approve 2018-19 Local Control and Accountability Plan (LCAP) Revisions**

Supt. La Torre-Derby was informed by MCOE staff that the District has the best LCAP plan in the entire county.

Action: **M/S: Sloane/Rutledge** to approve 2018-19 Local Control and Accountability Plan (LCAP) Revisions **Vote: 2/0** Ayes: Rutledge, Sloane; Noes: None

10. **Conclusion**

a. **Agenda Planning**

- Trustees confirmed the following Board Schedule, reflecting recent additions/changes:
 1. October 4, 2018 4:00pm Regular Meeting
 2. October 4, 2018 5:00pm Special Meeting (Budget Workshop)
 3. November 8, 2018 5:00pm Regular Meeting
 4. December 6, 2018 4:00pm Annual Organization Meeting
- Agenda items recommended by Trustees/Staff for the October 4, 2018 Regular Board meeting include:
 1. Public Hearing – Sufficiency of Instructional Materials
 2. Williams Quarterly Uniform Report (Consent)
 3. Field Trip Policy revision (Action)

b. **Adjournment**

Action: **M/S: Sloane/Rutledge** to adjourn meeting at 5:43pm **Vote: 2/0** Ayes: Sloane, Snell; Noes: None

Respectfully submitted,

Mikki McIntyre

☐ Unadopted ☒ Adopted

Madeleine Sloane, Board Clerk