

**NICASIO SCHOOL DISTRICT
BOARD OF TRUSTEES**

MINUTES

~ Regular Meeting ~

Thursday, September 7, 2017 5:00 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA

1. Initial Matters
 - a. **Call to Order** at 5:02pm
 - b. In attendance: **Trustees Madeleine Sloane, Michelle Rutledge and Jason Snell. Also in attendance: Superintendent Nancy Neu, Principal Barbara Snekkevik, Chief Business Official Margie Bonardi and Office Manager Mikki McIntyre**

2. Open Session Agenda
 - a. Patriotic Moment observed in honor of Labor Day and the workers of this country who do so much for all of us.
 - 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. Reports & Announcements
 - a. Emergency Generator Update
Kirby Wilcox and Eric Blantz presented an overview of the Nicasio Volunteer Fire Department's (NVFD) desire to install a generator on campus to power the MPR in the event of a disaster. They said there is a strong need for a generator on campus because without power, there is no electricity, heat, water, sewer, etc. They added that FEMA has inquired about the shelter's emergency power source, and that the Red Cross has indicated they would not send emergency supplies to the site if the MPR building is without power. They explained that a generator on site would provide ancillary benefits for the school e.g. in the event of a routine power outage, the MPR could be used for its functioning bathrooms, heat and electricity. There was discussion about the type of generator under consideration as well as permitting, maintenance requirements and potential funding sources. Kirby said the NVFD is not pressing the school to be involved in the funding aspects of the project, adding that the school has been very generous to provide the site. Eric asked that the Board to continue to be active participants if there is anything needed administratively to keep the project going. Nicasio School Foundation (NSF) President Mark Burton said the NSF Board thinks the generator project would benefit the school, particularly if it can prevent the cancellation of school as the result of storms. In response to a trustee's inquiry about regulatory considerations, Supt. Nancy Neu said she will research what those regulations might be.

- b. Foundation Update
Mark Burton announced that the NSF has received a \$40,000 grant from the Rathmann Foundation. He said that while this was not a restricted gift, the concept is to fund Internet access to the school and to students. He said the NSF would like to raise matching funds from the community in order to help get the fiber optic Internet in place and receive the 50% rebate from the state. He noted that the goal is to provide Internet to families who are not currently connected and also to support the teachers in their efforts to utilize online learning. The Board commended NSF for securing the grant.
- c. Water System Upgrade Update
Holly Mcarthur reported that the environmental plan (Proposition 1 Technical Assistance Work Plan No. 5396-A) has been created, and it is her hope that the project will continue to move forward. She said the next update she expects to provide will be in the end of January, 2018.
- d. Principal's Report: *Principal Snekkevik presented her report.*
 - There was discussion about wording of the revised dress code in the handbook.
- e. Superintendent's Report
 - Supt. Neu reported participating in Professional Development Day and attending the first day of school. She said it was fun to meet some of the parents and to see the students again.
 - She attended the September 6th Superintendents' Day meeting and reported that county-wide, the theme is building "positive, safe community culture." Supt. Neu said there is a lot of training going on for employees and students surrounding this topic, noting that over 200 people attended the DACA meeting earlier in the week.
- f. Trustees' Report *There was no report.*

5. Consent Agenda

- a. Approval of Minutes: June 1, 2017 Regular Meeting, and June 22, 2017 Special Meeting of Board of Trustees
- b. Ratify Warrants Paid: 5/25/17-8/30/17
- c. Approve IDT Request Out of NSD for 2017-18
 - IDTX 17-18-05
 - IDTX 17-18-06

Action: **M/S: Sloane/Rutledge** with modification of amending June 22, 2017 minutes to reflect the attendance of Supt. Lohwasser at the meeting **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

- 6. PUBLIC HEARING on Pupil Textbooks and Instructional Materials – Education code 60019 establishes steps and procedures to ensure the availability of textbooks and instructional materials. The procedures require that the District offices take appropriate action to ensure the availability of textbooks and instructional materials on a yearly basis. The hearing was opened at 6:01pm. There were no public comments. The hearing was closed at 6:02pm.

7. Business Services

- a. Approve Unaudited Actuals for Fiscal Year Ending June 30, 2017 *Discussion:* CBO Bonardi said she hoped the chart she provided was helpful. She noted that anything that was budgeted for 2016-17 and not spent falls into the ending balance, and the District did better than in the previous year, with an increased ending balance over budget by \$45,000. She said there was also a larger than anticipated savings in parcel tax funds that can be used for special education.
Action: **M/S: Sloane/Rutledge** to approve Unaudited Actuals for Fiscal Year Ending June 30, 2017 **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- b. Consideration to Approve Resolution 2017-18 #1 for Gann Limit
Action: **M/S: Rutledge/Sloane** to approve Resolution 2017-18 #1 for Gann Limit **ROLL CALL Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- c. Approve Education Protection Account Expenditures for 2016-17
Action: **M/S: Rutledge/Sloane** to approve Education Protection Account Expenditures for 2016-17 **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- d. Approve Annual Parcel Tax Expenditures Report *Discussion:* CBO Bonardi explained that prior to 2016-17, the principal served as a .6FTE principal and .4FTE teacher, and that the teacher portion of that position was paid for by the parcel tax. She said that portion of the parcel tax can now be applied to special education costs.
Action: **M/S: Rutledge/Sloane** to approve Annual Parcel Tax Expenditures Report **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- e. Consideration to Approve Resolution 2017-18 #2 Regarding Sufficiency or Insufficiency of Instructional Materials *Note: This item was heard out of agenda order. A motion was approved (M/S: Sloane/Rutledge Vote: 3/0) to postpone this item until after Board consideration of agenda item 8a. "Approve Adoption of English Language Arts Curriculum (Grades TK-5) Reading Wonders"*
Action: **M/S: Sloane/Rutledge** to approve Resolution 2017-18 #2 Regarding Sufficiency or Insufficiency of Instructional Materials **ROLL CALL VOTE Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- f. Approve 2017-18 Certificate of Signatures *Discussion:* CBO Bonardi announced that Angelique Borges will no longer be able to fulfill the position.
There was no action Item tabled.
- g. Approve 2017-18 Marin County Data Processing Consortium Contract
Action: **M/S: Sloane/Rutledge** to approve 2017-18 Marin County Data Processing Consortium Contract **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

8. Facilities

- a. 2016 California State Water Board Consumer Confidence Report for Nicasio School (Water System #2100582) *Information*
- b. 2017 Hazardous Materials Inventory Report (Keenan & Associates) *Information*

9. Curriculum/Instruction

- a. Approve Adoption of English Language Arts Curriculum (Grades TK-5) Reading Wonders, published by McGraw-Hill School Education (c) *Discussion:* Principal Snekkevik said Reading Wonders is a very strong curriculum with an ELD component, and noted that it is state-adopted.
Action: M/S: Sloane/Rutledge to approve Adoption of English Language Arts Curriculum (Grades TK-5) Reading Wonders, published by McGraw-Hill School Education (c) **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

10. Personnel

- a. Approve Hiring of .2 FTE Classified Physical Education Specialist for 2017-18 *Action*
Action: M/S: Sloane/Rutledge to approve Hiring of .2 FTE Classified Physical Education Specialist for 2017-18 **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

11. Administrative/Governance

- a. 2017-20 Local Control and Accountability Plan (LCAP) Revisions *Discussion:* Principal Snekkevik explained that she and CBO Bonardi went to MCOE to get an explanation for the findings by the county superintendent's office. She said all corrections are reflected in the revised draft.
Action: M/S: Sloane/Rutledge to approve 2017-20 Local Control and Accountability Plan (LCAP) Revisions **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None
- b. Response to Marin County Civil Grand Jury Report April 6, 2017: Overcoming Barriers to Housing Affordability
Action: M/S: Sloane/Rutledge to approve letter acknowledging Response to Marin County Civil Grand Jury Report April 6, 2017: Overcoming Barriers to Housing Affordability **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; Noes: None

12. Correspondence

- a. Approval of Request for Allowance of Attendance Because of Emergency Conditions FY 2016-17, Form J-13A, Peter Foggiato, Director, School Fiscal Services Division, CDE, July 11, 2017
- b. Approval of Long Term 2 Enhanced Surface Water Treatment Rule (LT2) E. Coli Monitoring Plan, Janice M. Thomas, Sonoma District Engineer, Division of Drinking Water, State Water Resources Control Board, August 23, 2017

13. Conclusion

- a. Agenda Planning
 - *Quarterly Report on Williams Uniform Complaints*
 - *Approval of Year-End Field Trips*

b. Adjournment

Action: **M/S: Sloane/Rutledge** to adjourn meeting at 6:31pm **Vote: 3/0** Ayes: Rutledge, Sloane, Snell; *Noes:* None

Respectfully Submitted,

Mikki McIntyre

Unadopted x Adopted

Madeleine Sloane, Clerk