

Nicasio School District

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, June 15, 2023 5:00pm

Library, 5555 Nicasio Valley Road, California

1. Opening Business

- a. Call to Order at 5:07pm
- b. Roll Call *Present Trustees Elaine Doss, Daniel Ager and Mark Burton; Also in attendance: Superintendent/Principal Barbara Snekkevik, Chief Business Official Margie Bonardi and District Secretary Mikki McIntyre*
- c. Patriotic Moment in recognition that the nation experienced a “first” this week when a past president was indicted and charged with 37 felonies.

2. Approval and Adoption of Open Session Agenda

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

3. Reports

- a. Trustee/Superintendent/Principal Announcements
 - i. Superintendent/Principal Snekkevik reported the following:
 - Superintendent Updates: Superintendents Meeting, June 7, 2023; Presentation by Rebecca Minnich, Marin County SELPA Director; Presentation by Kate Lane, Deputy Superintendent MCOE; Threat Determination presentation by Lisa Miller (MCOE), Hugh Baker (Marin County Sheriff), Christopher Duncan (San Rafael PD)
 - Events & Activities: Marin County Championship Track Meet, May 5; NSF Mother’s Day basket fundraiser, May 13; Field trip to California Academy of Sciences (grades 1-8), May 15; Movement Program Final Showcase, May 16 at 1 pm; Principal’s Chat, May 17; West Marin Fund Giving Through Youth presentation, May 24; Golden Bell Awards, May 25 at Dominican University; SGVCC Community Event at Druids Hall, June 4; Field Trip to Jelly Belly Factory (grades 6/7/8), June 5; All-school assembly and Kindergarten completion ceremony, June 7; Community reception for Mikki’s retirement, June 8; 8th Grade Promotion Ceremony, June 8 at 6 pm; Last Day of School, June 12 (School Closure Make-Up Day)
 - Staff Updates: Golden Bell Award recipient, Kristy Snaith; Professional Development Planning for 2023-24 (Summer Reading Institute, Momentum in Teaching, CPR/First Aid Training); Welcome new Office Manager/District Administrative Assistant, Beth Wolf (beginning July 1st); Open position for 2023-24: PE Specialist
 - Site Updates: Repairs to garden water tank; Campus re-keyed as result of Memorial Day break-in
 - Upcoming Events: Summer Reading Institute, August 3 & 4; Community Campus Clean-Up, Sunday August 20; Staff Professional Development Day and Teacher Work Day, August 21 & 22; First Day of School, August 23
 - ii. California Dashboard Local Indicator Update *Report* Supt. Snekkevik reported the following: The state has eight priorities that have to be in the LCAP and the District has

to self-report on how it is doing on several local indicators. Each fall, she provides an update on those local indicators. Prior to July 1, 2023, the Board needs to be informed as to where the District's local indicators (i.e. the relevant goals) can be found in its LCAP. The District has, in fact, reported on all of the local indicators in its LCAP.

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

5. **Consent Agenda**

- a. Approval of Minutes May 4, 2023 Regular Meeting of the Board of Trustees
- b. Ratify Warrants Paid: May-June 2023
- c. Quarterly Report on Williams Uniform Complaints (Apr-June 2023)
- d. Personnel Action
- e. Approval of 2023-24 Interdistrict Transfer Requests INTO NSD:
 - i. IDT 23-24-01
 - ii. IDT 23-24-02
 - iii. IDT 23-24-03
 - iv. IDT 23-24-04
 - v. IDT 23-24-05
 - vi. IDT 23-24-06
 - vii. IDT 23-24-07
 - viii. IDT 23-24-08
 - ix. IDT 23-24-09
 - x. IDT 23-24-10
 - xi. IDT 23-24-11
- f. 2023-24 Certification of Signatures
- g. 2023-24 Memorandum of Understanding between Nicasio School District and Bay Area Community Resources
2023-23 Agreement Between School and College Legal Services and NSD for Legal Services
Action: M/S: Burton/Ager to approve Consent Agenda **Vote: 3/0** Ayes: Ager, Burton and Doss;
Noes: None

6. **Action**

- a. Consider Approval of Nicasio School District 2023-24 Local Control Accountability Plan (LCAP), LCAP Annual Update, and LCAP Budget Overview for Parents
- b. Consider Approval of 2023-24 LCAP Federal Addendum
- c. Consider Approval of 2023-24 Budget Adoption Reserve Form *Discussion:* Supt. Snekkevik explained that the District receives Title II and III federal funds, the spending of which is detailed in the LCAP. Title II funds are used for staff developments and Title III funds are used for language instructions for English Learners to support designated language time, structured literacy, etc. Those activities are multi-funded through Title III and LCFF.
- d. Consider Adoption of Nicasio School District 2023-24 Proposed Budget
Action: M/S: Burton/Ager to mass-approve Agenda items 6a through 6d. **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None

- e. Consider Approval of Resolution 2022-23 #4 Regarding Budget Transfer of Funds for Year End Closing *Discussion:* CBO Bonardi explained that this necessary to balance the resources before closing the books for the year.
Action: **M/S: Burton/Ager** to approve Resolution 2022-23 #4 Regarding Budget Transfer of Funds for Year End Closing **Roll Call Vote:** Ayes: Ager, Burton and Doss; Noes: None
- f. Consider Approval of Resolution 2022-23 #5 Tax Anticipation Note (TAN) *Discussion:* CBO Bonardi explained that in the eventuality that the District's funding doesn't come in, the county would honor its obligations until those funds arrive through the property taxes. The District has a large enough reserve that it can get through the period of June-December, and the big cash infusion from the taxes arrives in December.
Action: **M/S: Burton/Ager** to approve Resolution 2022-23 #5 Tax Anticipation Note (TAN) **Roll Call Vote:** Ayes: Ager, Burton and Doss; Noes: None
- g. Consider Approval of Resolution 2023-24 #6 Regarding the Education Protection Account (EPA) for 2023-24
Action: **M/S: Burton/Ager** to approve Resolution 2023-24 #6 Regarding the Education Protection Account (EPA) for 2023-24 **Roll Call Vote:** Ayes: Ager, Burton and Doss; Noes: None
- h. Consider Approval of Resolution 2022-23 #7 Regarding Authorization to Sign on Behalf of the Governing Board for 2023-24
Action: **M/S: Ager/Burton** to approve 2022-23 #7 Regarding Authorization to Sign on Behalf of the Governing Board for 2023-24 **Roll Call Vote:** Ayes: Ager, Burton and Doss; Noes: None
- i. Consider Approval of Interagency Agreement between School Food Authority Shoreline Unified School District (SUSD) and Nicasio School District for 2023-24 Meal Vending Services *Discussion:* This is the agreement SUSD will submit on our behalf since they are the Food Authority. Have worked with Adam Jennings to set this up. Their board is signing same agreement tonight. BS Am thinking positively that it will all come together.
Action: **M/S: mb/da** to approve Interagency Agreement between School Food Authority Shoreline Unified School District (SUSD) and Nicasio School District for 2023-24 Meal Vending Services **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None
- j. Consider Approval of MOU between NSD and Stapleton School for 2023-24 Citizen Artist Program *Discussion:* BS We would like to continue next year. They are going to do a little bit more next year by taking on our Winter Performance. They are amazing and have agreed. One of their instructors ran a childrens theater program for 15 yrs NY
Action: **M/S: mb/da** to approve MOU between NSD and Stapleton School for 2023-24 Citizen Artist Program **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None
- k. Consider Approval of 2023-24 Contract with Aeries Software, Inc. for Cloud-based Data Hosting Services *Discussion:* CBO Bonardi said the District has used the Aeries student database for many years, and MCOE has long provided management of the system. They no longer have the time or resources to do that, so the District will go back to Aeries for that service. They will work with MOCE and Mark Tong to make the transition.
Action: **M/S: Burton/Ager** to approve 2023-24 Contract with Aeries Software, Inc. for Cloud-based Data Hosting Services **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None

- l. Consider Approval of Proposed 2023-24 Board of Trustees Meeting Schedule *Discussion:* It was noted that a proposed meeting date in June 2024 fall on Juneteenth (June 19) - a holiday.
Action: M/S: Ager/Burton to approve 2023-24 Board of Trustees Meeting Schedule with the amendment of changing the June 19th meeting to Tuesday, June 18, 2024. **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None
- m. Consider Approval to Recommend that the Marin County Board of Education Pass a Resolution for the Exception to the 180-Day Wait Requirement for Michelle McIntyre *Discussion:* Supt. Snekkevik noted that soon-to-retire District Secretary/Office Manager Michelle McIntyre possesses 17 years of unique historical knowledge of the ongoing water system upgrade project, which is beginning to show signs of traction regarding approval and funding and by the state. There are CalPERS rules against working before 180 days after retirement unless an exception has been granted. The agenda item is a request that Michelle be approved to serve as special projects manager on a contract basis assuming the resolution is approved by the MCOE Board of Education and by CalPERS.
Action: M/S: Ager/Burton to Recommend that the Marin County Board of Education Pass a Resolution for the Exception to the 180-Day Wait Requirement for Michelle McIntyre **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None

7. Conclusion

- a. Agenda items for upcoming Board Agenda
- i. Response to Grand Jury Report re ADUs and Housing in Marin (due Sept. 15 2023)
 - ii. Local Indicator Dashboard Update
- b. Adjournment
Action: M/S: Doss/Burton to adjourn meeting at 5:51pm **Vote: 3/0** Ayes: Ager, Burton and Doss; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Mark Burton, Board Clerk