

Nicasio School District

Since 1862

Agenda Item # 1d+4.

Board of Trustees

Elaine Doss, Board President ~ Daniel Ager, Trustee ~ Mark Burton, Trustee

AGENDA

Regular Meeting of the Nicasio School District Board of Trustees

Thursday, May 6, 2021 4:45pm

5555 Nicasio Valley Road, California

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

1. Opening Business

- a. Call to Order (*Elaine Doss – Board President*)
- b. Roll Call
- c. Patriotic Moment
- d. Approval of Closed Session Agenda
- e. Public Comment on Closed Session Topic(s)

2. CLOSED SESSION

- a. The following Closed Session item is listed below in compliance with Government Code 54957.6 of the Brown Act:
(i) CONFERENCE WITH LABOR NEGOTIATORS
- b. Recess to Closed Session to consider and/or take action upon any item on the Closed Session Agenda

3. Reconvene in OPEN SESSION at 5pm

- a. Adjourn Closed Session and Reconvene Open Session
- b. Report Out *Announcement of any reportable action take during Closed Session*

4. Approval and Adoption of Open Session Agenda (*Board President Doss*)

5. Reports/Presentations

- a. Trustee/Superintendent/Principal Announcements

6. Public Comment

Public Comment is only for items not on the agenda. No formal action will be taken. Board members or district staff may, but are not obligated to, briefly respond to statements made or question posed by the public about items not appearing on the agenda. Designated amount of time to address the Board is limited to three minutes per individual. Concerns about individual employees shall not be discussed in public at school board meetings. Please contact the superintendent with specific concerns.

7. Consent Agenda

- a. Approval of Minutes: March 31, 2021 Regular Meeting of the Board of Trustees (*Interim Supt. Neu*)
- b. Ratify Warrants Paid: April, 2021 (*CBO Bonardi*)

8. Action

- a. Consider Approval of Expanded Learning Opportunities Grant Plan (*Interim Supt. Neu*)

9. Correspondence

- a. NSD 2020-21 Second Interim Review, Kate Lane, Assistant Superintendent, Marin County Office of Education, April 16, 2021
- b. Certification Letter – Fiscal Year 2019-20 Nicasio Elementary, Joel James, Chief, Financial Audits Bureau, California Division of Audits, April 1, 2021

10. Conclusion

- a. Agenda items for upcoming Board Agenda
- b. Adjournment

If you need assistance to access the Board meeting room or to otherwise participate at the meeting, please submit a written request to Nicasio School District Superintendent at P.O. Box 711, Nicasio, CA 94946 or office@nicasioschool.org. Notification at least 48 hours prior to the meeting will better enable the District to make reasonable accommodations in accordance with the Americans with Disabilities Act.

Nicasio School District

Since 1862

Agenda Item # 7a

Board of Trustees

Elaine Doss, *Board President* ~ Daniel Ager, *Trustee* ~ Mark Burton, *Trustee*

MINUTES

Regular Meeting of the Nicasio School District Board of Trustees

Wednesday, March 31, 2021 4:30pm

5555 Nicasio Valley Road, California

This meeting was 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 4:38pm
- b. Roll Call *Present (via videoconference): Trustees Elaine Doss, Dan Ager and Mark Burton*
Also in attendance (via videoconference): Interim Superintendent Nancy Neu, Principal Barbara Snekkevik, and District Secretary Mikki McIntyre
- c. Patriotic Moment in appreciation of the federal government for accelerating the production and distribution of Covid-19 vaccines, which has inspired hope
- d. Approval of Closed Session Agenda
Action: M/S: Ager/Burton to approve and adopt Closed Session Agenda Vote: 3/0 Ayes: Burton, Ager and Doss; Noes: None
- e. Public Comment on Closed Session Topic(s)
 - i. There were no public comments.

2. CLOSED SESSION

- a. The following Closed Session item is listed below in compliance with Government Code 54957.6 of the Brown Act:
 - (i) CONFERENCE WITH LABOR NEGOTIATORS
- b. Recess to Closed Session to consider and/or take action upon any item on the Closed Session Agenda at 4:42pm

3. Reconvene in OPEN SESSION at 5pm

- a. Adjourn Closed Session and Reconvene Open Session at 5:10pm
- b. Report Out
 - i. No reportable action was taken in Closed Session.

4. Approval and Adoption of Open Session Agenda *mb/da 3/0*

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

5. Reports

- a. Trustee/Superintendent/Principal Announcements
 - i. *Interim Supt. Neu reported the following:*
 - o Everyone in the Marin County educational community who wanted a COVID vaccine has received either one or two doses. By April 12, all will have received their

scheduled second doses with the exception of those receiving their first dose this week.

- All Marin County schools have reopened to students, and most will be providing in-person instruction five days per week after Spring break.
 - Interim Supt. Neu can provide a copy of the 30-Point Return to School Guidelines to any trustee upon request. Among the remaining guidelines is that those travelling out of state or more than 150 miles from home must quarantine for 10 days or take a COVID test on Day 5, and may return to school on Day 7 with a negative test result.
 - Adults ages 50 and over can now receive the vaccine, and teens ages 16 and above will be eligible on April 15.
 - NSD will continue its operating protocols for the most part. Students are staying in their stable groups. Playground equipment no longer needs to be cleaned in between use by each group.
 - There are no state or federal mandates for employees to be vaccinated, however, that may change.
 - Drs. Willis and Santora will conduct a Zoom meeting on April 16 about the latest guidelines pertaining to graduation. Hopefully, NSD will be able to expand the number of guests permitted to attend last year's graduation.
 - The countywide superintendents were updated by SMART General Manager Farhad Mansourian about a potential "welcome back" program for SMART train riders. The biggest issue for riders countywide is the "first mile and the last mile."
 - There will be a Marin County School District Trustee training (zoom Webinar) on May 11 from 5-6:30pm. The meeting will address Brown Act Closed Sessions and COVID Resources for School Districts.
 - AB86 Funds for expanded learning opportunities and in-person instruction will need to be used by August, 2022. Districts' plans for use of the state and federal grants are due by June 1, 2022.
 - This year, the traditional Marin County Golden Bell award categories will be suspended to recognize all educators, support staff and community partners for the incredible job they have done navigating the COVID experience.
- ii. *Principal Snekkevik presented her report as follows:*
- Events & Activities: March Life Skill: Courage; Spirit Day: Sports Day, March 26; Sex Education (grades 6-8), began March 5; Marin Ballet Movement classes (guest teacher Casey Thorne), 3 sessions with 6/7/8; Marin County Free Library virtual classroom visits, March 10; Virtual Farm Day, March 18; LCAP Parent Advisory Committee meeting, March 22; ELPAC testing, March 22-29
 - Staff Updates: Professional Development Day, March 8; On-going Public Health Liaison meetings (weekly); Vaccination Super Saturdays for educators; Curative testing for staff; Extended Learning in West Marin Collaborative (Barbara); School Site-Specific Protection Plan review (staff, parents) March 30; Golden Bell Award-recognizing ALL staff and community partners
 - Upcoming Events: Open House cancelled, April 1; Principal's Chat, April 1; NS Foundation meeting, April 2; Virtual Assembly, April 2; Spring Break, April 5-9; Suicide Prevention Community Webinar, April 13; Marin Ballet Movement classes (guest teacher Casey Thorne), 3 sessions with 3/4/5
 - Principal Snekkevik noted that the April 13 Suicide Prevention Community Webinar will address an important social-emotional topic which is supported by all countywide districts and many community partners. She invited all to attend.

b. Bond Update

i. *Interim Supt. Neu reported the following update from CBO Bonardi:*

- o Chris Terry, Managing Partner of Capital Public Finance Group, LLC, has advised that when a bond is cashed in at any point, the funds must be spent within three years.
- o The District refinanced its loan in 2010 and has an AA rating, which is excellent.
- o Chris Terry is willing to provide an overview of the bond process to the Board at an upcoming meeting, possibly in May, via Zoom.

6. Public Comment

- a. A parent in attendance asked about the District's instructional plans for 2021-22. Interim Supt. Neu said that hopefully, school operations will be back to normal adding that distance learning will not be offered in the fall.

7. Consent Agenda

- a. Approval of Minutes: March 4, 2021 Regular Meeting of the Board of Trustees
- b. Ratify Warrants Paid: March, 2021
- c. Quarterly Report on Williams Uniform Complaints (Jan.-Mar. 2021)
- d. Personnel Action

Action 1: M/S: Ager/Burton to approve Consent Agenda Items A-C with removal of Item D for separate consideration. Vote: 3/0 Ayes: Burton, Ager and Doss; Noes: None

Action 2: M/S: Doss/Burton to approve Consent Agenda Item D, with recusal by Trustee Ager Vote: 2/0 Ayes: Burton and Doss; Noes: None; Abstention: Ager

8. Public Hearing to Sunshine Proposal by Nicasio Teachers Association (NTA): The Board held a public hearing to accept the proposal from Nicasio Teachers Association. The hearing opened at 5:43pm. Interim Supt. Neu said the NTA has submitted a letter to the Board asking to open negotiations. The hearing closed at 5:44pm.

9. Action

- a. Consider Approval of 2021-22 Board Meeting Schedule *Discussion:* Interim Supt. Neu said the proposed calendar gets the Board schedule back on track by extending it through the 2021-22 school year.
- Action:** M/S: Burton/Ager to approve the 2021-22 Board Meeting Schedule Vote: 3/0 Ayes: Burton, Ager and Doss; Noes: None

10. Conclusion

- a. Agenda items for upcoming Board Agenda
 - i. Bond presentation by Chris Terry
- b. Adjournment

Action: M/S: Burton/Ager to adjourn meeting at 5:46pm pm **Vote: 3/0** Ayes: Burton, Ager and Doss; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Mark Burton, Board Clerk

Nicasio School District
Since 1862

Agenda Item # 76

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

To: Nicasio School District Board of Trustees
From: Margie Bonardi, CBO
Date: May 6, 2021
Re: Approval of Warrants

Objective: To approve monthly warrants

Background: Warrants are processed monthly and reflect expenditures for Nicasio School and District. Payments (warrants) include: employee payroll, district operations, safety, instructional materials, supplies, and state and county required expenditures.

Funding Source/Cost: All Funding Sources- through April 2021 Batch total: \$ 19,408.03
Batches: (32 through 37)

Recommendation: Staff recommends approval of Warrants.

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0032 GF 04/02/21
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20289062	000922/	AMERIGAS				
		PO-210004	1. 01-0000-0-5505.00-0000-8200-000-000-000	3119439901		1,013.37
			WARRANT TOTAL			\$1,013.37
20289063	000568/	AT&T				
		PO-210005	1. 01-0000-0-5970.00-0000-2700-000-000-000	000016190653		101.79
			WARRANT TOTAL			\$101.79
20289064	001499/	KHAILAH AYROSO-LUNAMAGEE				
		PV-210084	01-0000-0-5821.00-0000-7100-000-000-000	REIMB LIVE SCAN		35.00
			WARRANT TOTAL			\$35.00
20289065	001461/	GREAT AMERICAN FINANCIAL CORP				
		PO-210039	1. 01-0000-0-5840.00-0000-2700-000-000-050	28937484/28746921		103.89
			2. 01-0000-0-5840.00-1110-1010-000-000-050	289374484/28746921		272.82
			WARRANT TOTAL			\$376.71
20289066	001449/	INYO				
		PO-210016	1. 01-9322-0-5940.00-1110-1010-000-000-000	32001551212		500.00
			WARRANT TOTAL			\$500.00
20289067	000012/	P G & E				
		PO-210014	1. 01-0000-0-5510.00-0000-8200-000-000-000	8516765363-4		795.28
			WARRANT TOTAL			\$795.28
20289068	000021/	RECOLOGY				
		PO-210034	1. 01-0000-0-5550.00-0000-8200-000-000-000	BILLING #20491130		455.97
			WARRANT TOTAL			\$455.97
20289069	001272/	RAUL SALDANA				
		PO-210035	1. 01-0000-0-5840.00-0000-8200-000-000-000	MARCH 2021 PAYMENT		400.00
			WARRANT TOTAL			\$400.00
20289070	001418/	BARBARA SNEKKEVIK				
		PV-210083	01-0000-0-4300.00-0000-2700-000-000-000	REIMB PRINCIPAL SUPPLIES		27.85
			01-0000-0-4300.00-0000-2700-000-000-000	REIMB PRINCIPAL SUPPLIES		16.45

APY250 L.00.06

Marin County Office of Education
COMMERCIAL WARRANT REGISTER
FOR WARRANTS DATED 04/02/2021

04/28/21 PAGE 2

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0032 GF 04/02/21
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
			01-0000-0-4300.00-0000-8200-000-000-000	REIMB PRINCIPAL SUPPLIES		51.82
			01-0000-0-4300.00-0000-8200-000-000-000	REIMB PRINCIPAL SUPPLIES		18.54
			01-9320-0-4300.00-1110-1010-000-000-000	REIMB PRINCIPAL SUPPLIES		18.62
	PV-210085		01-0000-0-4300.00-0000-8200-000-000-000	REIMB PRINCIPAL SUPPLIES		28.72
			01-9315-0-4300.00-1110-1010-000-000-000	REIMB PRINCIPAL SUPPLIES		9.75
			WARRANT TOTAL			\$171.75
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	9	TOTAL AMOUNT OF CHECKS:	\$3,849.87*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	9	TOTAL AMOUNT:	\$3,849.87*
***	BATCH TOTALS ***		TOTAL NUMBER OF CHECKS:	9	TOTAL AMOUNT OF CHECKS:	\$3,849.87*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	9	TOTAL AMOUNT:	\$3,849.87*

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0033 GF 04/02/21
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
	REQ#	REFERENCE LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20289071	001204/	ADT COMMERCIAL				
		PO-210033	1. 01-0000-0-5620.00-0000-8300-000-000-000	139215063		106.99
			WARRANT TOTAL			\$106.99
20289072	000807/	JERRY & DON'S PUMP & WELL				
		PO-210017	1. 01-0000-0-5535.00-0000-8200-000-000-000	0146665-IN		1,018.76
			WARRANT TOTAL			\$1,018.76
20289073	001323/	NORTH BAY TAXI				
		PO-210142	1. 01-6500-0-5840.00-5770-3600-000-707-000	INV 203 FEB 2021		2,100.00
			WARRANT TOTAL			\$2,100.00
20289074	000007/	OFFICE DEPOT				
		PO-210173	1. 01-0000-0-4300.00-0000-2700-000-000-000	160259302001		21.17
			1. 01-0000-0-4300.00-0000-2700-000-000-000	160259301001		21.61
		PO-210175	2. 01-0000-0-4300.00-0000-2700-000-000-000	159207095001		73.34
			3. 01-0000-0-4300.00-0000-8200-000-000-000	159207095001		18.56
			1. 01-1100-0-4300.00-1110-1010-000-000-000	159207095001		136.98
		PO-210176	1. 01-1100-0-4300.00-1110-1010-000-678-000	160652477001		17.88
			1. 01-1100-0-4300.00-1110-1010-000-678-000	160651579001		29.74
		PO-210177	1. 01-1100-0-4300.00-1110-1010-000-000-000	16242391001		638.65
			WARRANT TOTAL			\$957.93
20289075	001245/	REX ACE HARDWARE COUNTRY STORE				
		PO-210188	1. 01-0000-0-4300.00-0000-8200-000-000-000	220939		169.12
			WARRANT TOTAL			\$169.12
20289076	001418/	BARBARA SNEKKEVIK				
		PV-210086	01-0000-0-4300.00-0000-2700-000-000-000	REIMB PRINCIPAL		15.99
			01-0000-0-4300.00-0000-8200-000-000-000	REIMB PRINCIPAL		24.54
			WARRANT TOTAL			\$40.53
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	6	TOTAL AMOUNT OF CHECKS:	\$4,393.33*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	6	TOTAL AMOUNT:	\$4,393.33*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	6	TOTAL AMOUNT OF CHECKS:	\$4,393.33*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	6	TOTAL AMOUNT:	\$4,393.33*

*** DISTRICT TOTALS ***

TOTAL NUMBER OF CHECKS: 15
TOTAL ACH GENERATED: 0
TOTAL EFT GENERATED: 0
TOTAL PAYMENTS: 15

TOTAL AMOUNT OF CHECKS: \$8,243.20*
TOTAL AMOUNT OF ACH: \$.00*
TOTAL AMOUNT OF EFT: \$.00*
TOTAL AMOUNT: \$8,243.20*

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0035 GF 04/14/21
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20289795	001416/	MARGIE BONARDI				
		PV-210089	01-0000-0-4300.00-0000-7300-000-000-000	REIMB CBO COMPUTER INK		59.52
			WARRANT TOTAL			\$59.52
20289796	000586/	FISHMAN SUPPLY COMPANY				
		PV-210091	01-0000-0-4300.00-0000-8100-000-000-000	PO 210190		10.70
			WARRANT TOTAL			\$10.70
20289797	000567/	NICASIO REVOLVING CASH				
		RC-210003	01-0000-0-5960.00-0000-2700-000-000-000	REIMB RC		111.40
			WARRANT TOTAL			\$111.40
20289798	000750/	POSTMASTER				
		PO-210032	1. 01-0000-0-5960.00-0000-2700-000-000-000	PO BOX FEE NICASIO SCHOOL		278.00
			WARRANT TOTAL			\$278.00
20289799	001486/	RANCHO NICASIO LLC				
		PV-210088	01-0000-0-4300.00-0000-3700-000-000-000	LUNCHES MARCH 2021		2,637.50
			WARRANT TOTAL			\$2,637.50
20289800	001260/	SILYCO				
		PO-210037	1. 01-5830-0-5849.00-1110-1010-000-000-000	MARCH 2021 PAYMENT		800.00
			WARRANT TOTAL			\$800.00
20289801	000024/	STATE OF CALIFORNIA				
		PV-210090	01-0000-0-9515.00-0000-0000-000-000-000	SUI YR: 21 QT 1		59.63
			WARRANT TOTAL			\$59.63
20289802	001354/	DAMENA WARE				
		PV-210087	01-9329-0-4300.00-1110-1010-000-000-000	GARDEN SUPPLIES		84.63
			WARRANT TOTAL			\$84.63
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$4,041.38*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$4,041.38*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$4,041.38*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$4,041.38*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$4,041.38*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$4,041.38*

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0036 GF 04/21/21
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20290293	000922/	AMERIGAS				
		PV-210094	01-0000-0-5505.00-0000-8200-000-000-000	PROPANE		1,007.00
			WARRANT TOTAL			\$1,007.00
20290294	001468/	PAOLA & RAFAEL BARAJAS				
		PV-210095	01-6500-0-5840.00-5770-3600-000-706-000	MARCH 2021 MILEAGE REIMB SDC		192.64
			WARRANT TOTAL			\$192.64
20290295	001341/	COMMON SENSE BUSINESS SOLUTION				
		PO-210025	2. 01-0000-0-5840.00-1110-1010-000-000-050	44628		83.16
			WARRANT TOTAL			\$83.16
20290296	001177/	COUNTY OF MARIN ENVIR HLTH SVC				
		PV-210092	01-0000-0-5839.00-0000-8200-000-000-000	BILL 29783 TECH RENEW/FD FACI		643.00
			WARRANT TOTAL			\$643.00
20290297	000021/	RECOLOGY				
		PO-210034	1. 01-0000-0-5550.00-0000-8200-000-000-000	20984373		455.97
			WARRANT TOTAL			\$455.97
20290298	001488/	SAVVAS LEARNING CO LLC				
		PO-210187	1. 01-1400-0-4100.00-1110-1010-000-221-000	4026306757		250.49
			WARRANT TOTAL			\$250.49
20290299	000600/	SONOMA COUNTY OFFICE OF ED				
		PV-210093	01-4035-0-5240.00-1110-1010-000-000-000	COLLECTIVE BARGAINING		45.00
			WARRANT TOTAL			\$45.00
20290300	001185/	STEPHEN ROATCH ACCOUNTANCY COR				
		PO-210038	1. 01-0000-0-5809.00-0000-7191-000-000-000	FINAL BILLING 2019-20 AUDIT		900.00
			WARRANT TOTAL			\$900.00
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$3,577.26*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$3,577.26*
*** BATCH TOTALS ***			TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$3,577.26*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$3,577.26*
*** DISTRICT TOTALS ***			TOTAL NUMBER OF CHECKS:	8	TOTAL AMOUNT OF CHECKS:	\$3,577.26*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	8	TOTAL AMOUNT:	\$3,577.26*

DISTRICT: 031 NICASIO SCHOOL DISTRICT
BATCH: 0037 GF 04/28/21
FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
20290876	001422/	AAERO HEATING & SHEET METAL IN				
		PO-210002	4. 01-0000-0-5610.00-0000-8119-000-000-000	94836		290.00
		3. 01-0000-0-5610.00-0000-8119-000-000-000		94836		165.00
		WARRANT TOTAL				\$455.00
20290877	000568/	AT&T				
		PO-210005	1. 01-0000-0-5970.00-0000-2700-000-000-000	000016333454		97.91
		WARRANT TOTAL				\$97.91
20290878	001449/	INYO				
		PO-210016	1. 01-9322-0-5940.00-1110-1010-000-000-000	APRIL 2021 PAYMENT		500.00
		WARRANT TOTAL				\$500.00
20290879	000007/	OFFICE DEPOT				
		PO-210191	1. 01-0000-0-4300.00-0000-8100-000-000-000	163283304001		100.32
		WARRANT TOTAL				\$100.32
20290880	000012/	P G & E				
		PO-210014	1. 01-0000-0-5510.00-0000-8200-000-000-000	8516765363-4		998.59
		WARRANT TOTAL				\$998.59
20290881	001272/	RAUL SALDANA				
		PO-210035	1. 01-0000-0-5840.00-0000-8200-000-000-000	APRIL 2021 PAYMENT		400.00
		WARRANT TOTAL				\$400.00
20290882	001260/	SILYCO				
		PO-210037	3. 01-1400-0-5849.00-1110-1010-000-000-000	APRIL PAYMENT		800.00
		WARRANT TOTAL				\$800.00
20290883	001426/	KRISTY SNAITH				
		PV-210096	01-1100-0-4300.00-1110-1010-000-678-000	Reimb Classrm Materials		132.18
		WARRANT TOTAL				\$132.18
20290884	001418/	BARBARA SNEKKEVIK				
		PV-210097	01-0000-0-4300.00-0000-2700-000-000-000	REIMB PRINCIPAL		5.40
		01-0000-0-4300.00-0000-8200-000-000-000		REIMB PRINCIPAL		16.36

APY250 L.00.06

Marin County Office of Education
 COMMERCIAL WARRANT REGISTER
 FOR WARRANTS DATED 04/28/2021

04/28/21 PAGE 2

DISTRICT: 031 NICASIO SCHOOL DISTRICT
 BATCH: 0037 GF 04/28/21
 FUND : 01 GENERAL FUND

WARRANT	VENDOR/ADDR	NAME (REMIT)	DEPOSIT TYPE	ABA NUM	ACCOUNT NUM	AMOUNT
REQ#	REFERENCE	LN	FD RESC Y OBJT SO GOAL FUNC LOC ACT GRP	DESCRIPTION		
			01-5830-0-4300.00-1110-1010-000-000-000	REIMB PRINCIPAL		28.38
			01-9327-0-4300.00-1110-1010-000-000-000	REIMB PRINCIPAL		12.05
			WARRANT TOTAL			\$62.19
*** FUND	TOTALS ***		TOTAL NUMBER OF CHECKS:	9	TOTAL AMOUNT OF CHECKS:	\$3,546.19*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	9	TOTAL AMOUNT:	\$3,546.19*
*** BATCH	TOTALS ***		TOTAL NUMBER OF CHECKS:	9	TOTAL AMOUNT OF CHECKS:	\$3,546.19*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	9	TOTAL AMOUNT:	\$3,546.19*
*** DISTRICT	TOTALS ***		TOTAL NUMBER OF CHECKS:	9	TOTAL AMOUNT OF CHECKS:	\$3,546.19*
			TOTAL ACH GENERATED:	0	TOTAL AMOUNT OF ACH:	\$.00*
			TOTAL EFT GENERATED:	0	TOTAL AMOUNT OF EFT:	\$.00*
			TOTAL PAYMENTS:	9	TOTAL AMOUNT:	\$3,546.19*

Expanded Learning Opportunities Grant Plan

Local Educational Agency (LEA) Name	Contact Name and Title	Email and Phone
Nicasio School District	Barbara Snekkevik Principal	bsnekkevik@nicasioschool.org 415.662.2184

The following is the local educational agency's (LEA's) plan for providing supplemental instruction and support to students, including those identified as needing academic, social-emotional, and other supports, including the provision of meals and snacks. The plan will explain how the LEA will use the funds it receives through the Expanded Learning Opportunities (ELO) Grant to implement a learning recovery program for at least the students included in one or more of the following groups: low-income students, English learners, foster youth, homeless students, students with disabilities, students at risk of abuse, neglect, or exploitation, disengaged students, and students who are below grade level, including, but not limited to, those who did not enroll in kindergarten in the 2020–21 school year, credit-deficient students, high school students at risk of not graduating, and other students identified by certificated staff.

For specific requirements please refer to the Expanded Learning Opportunities Grant Plan Instructions.

Plan Descriptions

A description of how parents, teachers, and school staff were involved in the development of the plan.

This plan was developed with the involvement of teachers, parents and other school staff. School staff reviewed the seven supplemental instruction and support strategies and identified those appropriate for the District. Teachers and administrative staff then identified appropriate actions associated with each area through a series of collaborative meetings (3/17/2021, 3/31/2021 and 4/27/2021). The District Parent Advisory Committee reviewed draft actions and provided feedback to the administrative team (4/27/2021). Administrative staff continues to collaborate with neighboring community organizations (Shoreline School District, San Geronimo Community Center) regarding opportunities for District students to participate in additional instructional learning time and/or access to recreational camps/activities during the summer months.

A description of how students will be identified and the needs of students will be assessed.

Students will be identified for supplemental instruction and academic support during the 2021-22 school year based on results of standardized assessments (CAASPP), local benchmark assessment results (STAR reading and math, F&P), and classroom based formative assessments. Students will be identified for health, counseling and/or mental health services through referrals by our Student Success Team (SST) or in accordance to their individualized education program (IEPs).

A description of how parents and guardians of students will be informed of the opportunities for supplemental instruction and support.

Parents/guardians will be invited to participate in our Student Success Team (SST) process to identify necessary supplemental instruction or support. Parents/guardians will be informed of opportunities to utilize appropriate supplemental supports in their primary language with the support of our Parent Liaison, as needed.

A description of the LEA's plan to provide supplemental instruction and support.

Universal supports will be provided for all learners by classroom teacher and regular instructional assistant, with an emphasis on English language development. Targeted/intensive support will be provided to identified students by the part-time intervention specialist instructional assistant (1:1 or small group) or by appropriate special education staff for students with learning differences as identified in their IEPs.

Expenditure Plan

The following table provides the LEA's expenditure plan for how it will use ELO Grant funds to support the supplemental instruction and support strategies being implemented by the LEA.

Supplemental Instruction and Support Strategies	Planned Expenditures	Actual Expenditures
Extending instructional learning time	\$ 6,250.	
Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of learning supports	\$ 3,059	
Integrated student supports to address other barriers to learning	\$ 11,617	
Community learning hubs that provide students with access to technology, high-speed internet, and other academic supports		
Supports for credit deficient students to complete graduation or grade promotion requirements and to increase or improve students' college eligibility		

Supplemental Instruction and Support Strategies	Planned Expenditures	Actual Expenditures
Additional academic services for students	\$ 1,500	
Training for school staff on strategies to engage students and families in addressing students' social-emotional health and academic needs	\$ 5,000	
Total Funds to implement the Strategies	\$ 27,426	

A description of how ELO Grant funds are being coordinated with other federal Elementary and Secondary School Emergency Relief Funds received by the LEA.

Nicasio School District did not received other federal Elementary and Secondary School Emergency Relief Funds.

Expanded Learning Opportunities Grant Plan Instructions: Introduction

The Expanded Learning Opportunities Grant Plan must be completed by school districts, county offices of education, or charter schools, collectively referred to as Local Educational Agencies (LEAs), that receive Expanded Learning Opportunities (ELO) Grant funds under California *Education Code* (EC) Section 43521(b). The plan must be adopted by the local governing board or body of the LEA at a public meeting on or before June 1, 2021, and must be submitted to the county office of education, the California Department of Education, or the chartering authority within five days of adoption, as applicable. The plan must be updated to include the actual expenditures by December 1, 2022.

For technical assistance related to the completion of the Expanded Learning Opportunities Grant Plan, please contact ELOGrants@cde.ca.gov or lcff@cde.ca.gov

Instructions: Plan Requirements

An LEA receiving ELO Grant funds under EC Section 43521(b) is required to implement a learning recovery program that, at a minimum, provides supplemental instruction, support for social and emotional well-being, and, to the maximum extent permissible under the guidelines of the United States Department of Agriculture, meals and snacks to, at a minimum, students who are included in one or more of the following groups:

- low-income,
- English learners,
- foster youth,
- homeless students,
- students with disabilities,
- students at risk of abuse, neglect, or exploitation,
- disengaged students, and
- students who are below grade level, including, but not limited to, those who did not enroll in kindergarten in the 2020–21 school year, credit-deficient students, high school students at risk of not graduating, and other students identified by certificated staff.

For purposes of this requirement

- “Supplemental instruction” means the instructional programs provided in addition to and complementary to the LEAs regular instructional programs, including services provided in accordance with an individualized education program (IEP).
- “Support” means interventions provided as a supplement to those regularly provided by the LEA, including services provided in accordance with an IEP, that are designed to meet students’ needs for behavioral, social, emotional, and other integrated student supports, in order to enable students to engage in, and benefit from, the supplemental instruction being provided.
- “Students at risk of abuse, neglect, or exploitation” means students who are identified as being at risk of abuse, neglect, or exploitation in a written referral from a legal, medical, or social service agency, or emergency shelter.

EC Section 43522(b) identifies the seven supplemental instruction and support strategies listed below as the strategies that may be supported with ELO Grant funds and requires the LEA to use the funding only for any of these purposes. LEAs are not required to implement each supplemental instruction and support strategy; rather LEAs are to work collaboratively with their community partners to identify the

supplemental instruction and support strategies that will be implemented. LEAs are encouraged to engage, plan, and collaborate on program operation with community partners and expanded learning programs, and to leverage existing behavioral health partnerships and Medi-Cal billing options in the design and implementation of the supplemental instruction and support strategies being provided (*EC* Section 43522[h]).

The seven supplemental instruction and support strategies are:

1. Extending instructional learning time in addition to what is required for the school year by increasing the number of instructional days or minutes provided during the school year, providing summer school or intersessional instructional programs, or taking any other action that increases the amount of instructional time or services provided to students based on their learning needs.
2. Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of learning supports including, but not limited to, any of the following:
 - a. Tutoring or other one-on-one or small group learning supports provided by certificated or classified staff.
 - b. Learning recovery programs and materials designed to accelerate student academic proficiency or English language proficiency, or both.
 - c. Educator training, for both certificated and classified staff, in accelerated learning strategies and effectively addressing learning gaps, including training in facilitating quality and engaging learning opportunities for all students.
3. Integrated student supports to address other barriers to learning, such as the provision of health, counseling, or mental health services, access to school meal programs, before and after school programs, or programs to address student trauma and social-emotional learning, or referrals for support for family or student needs.
4. Community learning hubs that provide students with access to technology, high-speed internet, and other academic supports.
5. Supports for credit deficient students to complete graduation or grade promotion requirements and to increase or improve students' college eligibility.
6. Additional academic services for students, such as diagnostic, progress monitoring, and benchmark assessments of student learning.
7. Training for school staff on strategies, including trauma-informed practices, to engage students and families in addressing students' social-emotional health needs and academic needs.

As a reminder, *EC* Section 43522(g) requires that all services delivered to students with disabilities be delivered in accordance with an applicable IEP.

Fiscal Requirements

The following fiscal requirements are requirements of the ELO grant, but they are not addressed in this plan. Adherence to these requirements will be monitored through the annual audit process.

- The LEA must use at least 85 percent (85%) of its apportionment for expenditures related to providing in-person services in any of the seven purposes described above.
- The LEA must use at least 10 percent (10%) of the funding that is received based on LCFF entitlement to hire paraprofessionals to provide supplemental instruction and support through the duration of this program, with a priority for full-time paraprofessionals. The supplemental instruction and support provided by the paraprofessionals must be prioritized for English learners and students with disabilities. Funds expended to hire paraprofessionals count towards the LEAs requirement to spend at least 85% of its apportionment to provide in-person services.

- An LEA may use up to 15 percent (15%) of its apportionment to increase or improve services for students participating in distance learning or to support activities intended to prepare the LEA for in-person instruction, before in-person instructional services are offered.

Instructions: Plan Descriptions

Descriptions provided should include sufficient detail yet be sufficiently succinct to promote a broad understanding among the LEA's local community.

A description of how parents, teachers, and school staff were involved in the development of the plan

Describe the process used by the LEA to involve, at a minimum, parents, teachers, and school staff in the development of the Expanded Learning Opportunities Grant Plan, including how the LEA and its community identified the seven supplemental instruction and support strategies that will be implemented. LEAs are encouraged to engage with community partners, expanded learning programs, and existing behavioral health partnerships in the design of the plan.

A description of how parents and guardians of students will be informed of the opportunities for supplemental instruction and support.

Describe the LEA's plan for informing the parents and guardians of students identified as needing supplemental instruction and support of the availability of these opportunities, including an explanation of how the LEA will provide this information in the parents' and guardians' primary languages, as applicable.

A description of how students will be identified and the needs of students will be assessed

Describe the LEA's plan for identifying students in need of academic, social-emotional, and other integrated student supports, including the LEA's plan for assessing the needs of those students on a regular basis. The LEA's plan for assessing the academic needs of its students may include the use of diagnostic and formative assessments.

As noted above in the Plan Requirements, "other integrated student supports" are any supports intended to address barriers to learning, such as the provision of health, counseling, or mental health services, access to school meal programs, before and after school programs, or programs to address student trauma and social-emotional learning, or referrals for support for family or student needs.

A description of the LEA's plan to provide supplemental instruction and support

Describe the LEA's plan for how it will provide supplemental instruction and support to identified students in the seven strategy areas defined in the Plan Requirements section. As a reminder, the LEA is not required to implement each of the seven strategies; rather the LEA will to work collaboratively with its community to identify the strategies that will be implemented. The plan must include a description of how supplemental instruction and support will be provided in a tiered framework that bases universal, targeted, and intensive supports on students' needs for academic, social-emotional, and other integrated student supports. The plan must also include a description of how the services will be provided through a program of engaging learning experiences in a positive school climate.

As a reminder, *EC* Section 43522(g) requires that all services delivered to students with disabilities be delivered in accordance with an applicable individualized education program. Additionally, LEAs are encouraged to collaborate with community partners and expanded learning programs, and to leverage existing behavioral health partnerships and Medi-Cal billing options in the implementation of, this plan (*EC* Section 43522[h]).

Instructions: Expenditure Plan

The 'Supplemental Instruction and Support Strategies' column of the Expenditure Plan data entry table lists the seven supplemental instruction and support strategies that may be supported with ELO Grant funds.

Complete the Expenditure Plan data entry table as follows:

In the 'Planned Expenditures' column of the data entry table, specify the amount of ELO Grant funds being budgeted to support each supplemental instruction and support strategies being implemented by the LEA and the total of all ELO Grant funds being budgeted.

The plan must be updated to include the actual expenditures by December 1, 2022. In the 'Actual Expenditures' column of the data entry table the LEA will report the amount of ELO Grant funds that the LEA actually expended in support of the strategies that it implemented, as well as the total ELO Grant funds expended.

A description of how these funds are being coordinated with other federal Elementary and Secondary School Emergency Relief Funds received by the LEA

Describe how the LEA is coordinating its ELO Grant funds with funds received from the federal Elementary and Secondary School Emergency Relief (ESSER) Fund provided through the federal Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (Public Law 116-260), also known as ESSER II, to maximize support for students and staff.

California Department of Education
March 2021

2021 Expanded Learning Opportunities Grant Plan

Supplemental Instruction and Support Strategies	District Actions
1) Extended Instructional Learning Time	The district will provide scholarships to students in order to access summer programs with neighboring districts and community partners. In addition, the district will provide an additional student day in August that will focus on classroom community building, social-emotional learning for students and school preparedness. This day will also provide opportunities for parents and families to learn about the school's social-emotional learning program, connect with one another and build community.
2) Accelerating progress to close learning gaps through the implementation, expansion, or enhancement of learning supports	A part-time Intervention Specialist Instructional Assistant will provide targeted learning support to designated students individually or in a small group setting.
3) Integrated student supports to address other barriers to learning	The District will provide 1.5 days per week of additional counseling through Bay Area Community Resources (BACR) to address the social-emotional needs of any identified student. In addition, the District will implement a social-emotional learning program across all grade levels (K-8) to address student trauma and social-emotional learning.
4) Community learning hubs that provide students with access to technology, high-speed internet, and other academic supports	Nicasio School is open for in-person instruction. Students are provided access to technology and high-speed internet on campus before, during and after the school day.
5) Supports for credit deficient students to complete graduation or grade promotion requirements and to increase or improve students' college eligibility	N/A
6) Additional academic services for students	The District will administer benchmark assessments for all students three times per year to monitor progress toward grade-level standards (STAR reading and math in grades 2-8, Fountas & Pinnel in grades K-1).
7) Training for school staff on strategies to engage students and families in addressing students' social-emotional health and academic needs	Two additional staff professional days will be provided prior to the start of the school year. Day 1 will emphasize social-emotional learning and provide training in the implementation of a social-emotional program in all grade levels (K-8). Day 2 will emphasize academic readiness and strategies/interventions to mitigate learning loss.



MARIN COUNTY

OFFICE OF EDUCATION

Agenda Item # 9a.

1111 LAS GALLINAS AVENUE/P.O. BOX 4925
SAN RAFAEL, CA 94913-4925
marincoe@marinschools.org

MARY JANE BURKE
MARIN COUNTY
SUPERINTENDENT OF SCHOOLS

(415) 472-4110
FAX (415) 491-6625

April 16, 2021

Ms. Elaine Doss, President
Nicasio School District
P O Box 711
Nicasio, CA 94946

Ms. Doss,

Our office has completed its review of the Nicasio School District's second interim budget report for 2020-21 in compliance with the provisions of Education Code 42131(a)(2). The Governing Board approved the budget with a positive certification that the District will be able to meet its financial obligations for the current and subsequent two (2) years.

The Code requires the County Superintendent to approve or change interim report certifications after examining the report to determine whether it complies with the standards and criteria established pursuant to Education Code 33127 and determining whether the interim budget will allow the district to meet its financial obligations during the current fiscal year and is consistent with a financial plan that will enable the district to satisfy its multi-year financial commitments.

Based upon our review, the Board's POSITIVE certification of the second interim budget report has been approved.

ECONOMIC IMPACTS DUE TO THE CORONAVIRUS PANDEMIC

An unprecedented amount of one-time money is being directed toward K-12 education from both the federal and state government to provide the resources needed to return to school and address the learning loss and socio-emotional issues that have arisen due to the coronavirus pandemic. The total amount of one-time funding associated with COVID-19 for school districts in Marin county is equal to 15% of county-wide school district revenues. Due to the timing of the passage of the most recent federal and state legislation, a considerable amount of one-time funds are not reflected in the District's 2020-21 second interim budget.

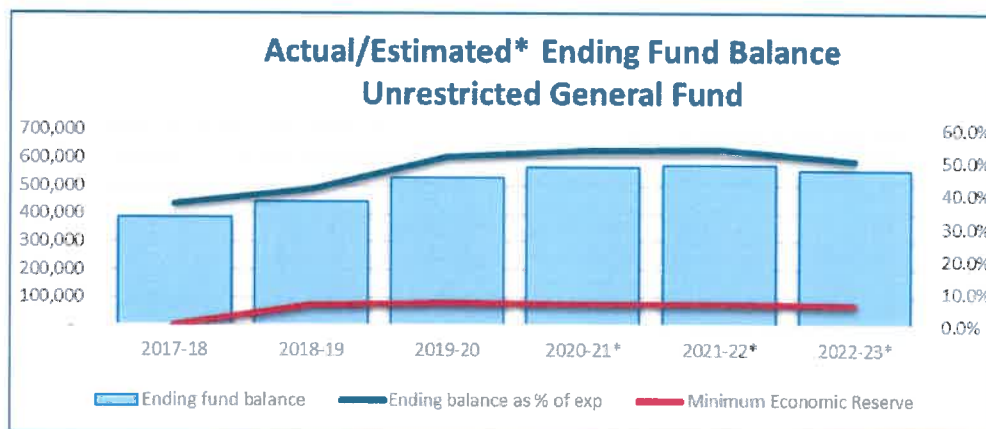
While the one-time COVID-19 funding for education has fairly broad application, there are at least ten (10) separate grants, each of which has application, compliance and reporting requirements as well as specific restrictions. The most recent state awards are made as a result of the passage of AB86: "COVID-19 relief and school reopening, reporting and public health requirements" and include a requirement for governing boards to adopt an Expanded Learning Opportunities Grant Plan by June 1, 2021. We have provided resources and technical assistance sessions to assist districts with the preparation of this plan and managing the complexity of these grants while also ensuring funds are being expended as effectively as possible.

The influx of resources to assist with the work school districts have been performing will temporarily inflate district budgets and could therefore mask underlying structural deficits. We therefore caution districts to be very clear about the activities that are being funded with one-time revenue to mitigate the risk of increasing structural deficits upon the expiration of the grants.

Districts recently received notice that the school employer rate for providing state unemployment insurance will be 1.23% in 2021-22, an increase of 1.18%, due to the significant increase in unemployment claims. The state maintains a separate pool to manage unemployment insurance for school agencies and have advised districts that the rate could be reduced later in the year, however, until further information is known, districts should plan on budgeting for the increased cost.

BUDGETARY POSITION FOR NICASIO SCHOOL DISTRICT

The District's second interim budget and multi-year projection reflects an improvement in budgetary position when compared to the first interim budget. The following graph depicts the District's estimated ending balance in the second interim budget and multi-year projection for the unrestricted general fund with both the state required minimum reserve and the District's actual reserve as a percentage of total expenditures. The District's ending balance meets the minimum required reserve requirement for the current and both subsequent years.



FEDERAL BUDGET

The federal government have passed three rounds of COVID-19 related stimulus funding. The one-time funding approved in the second stimulus bill, the Coronavirus Relief and Response Supplementary Appropriations Act (CRRSAA) and the latest American Rescue Plan (ARP) Act are allocated using the same formula used for Title I grants and, as a result, the District will not receive any funding from these rounds of federal COVID-19 funding.

OTHER STATE FUNDING

The state's economy has performed far more robustly in 2020-21 than anticipated when the state adopted the budget and as a result, the state has significant one-time revenues, some of which the state legislature has directed towards one-time grants to school agencies to support the reopening of schools in 2020-21. The preliminary allocations indicate the District will receive a total of \$40 thousand in one-time state grants which must be expended by August 31, 2022. The legislation (AB86) provides for two grants – one to support In-Person Instruction as evidenced through bi-weekly reporting to the California Department of Public Health, and the second to expand learning opportunities to mitigate learning loss and mental health issues by implementing any of seven broadly defined supplemental instruction and support strategies. Ten (10) percent of this second grant must be expended solely on hiring paraprofessionals to implement supplemental

instruction and support strategies. In addition, by no later than June 1, 2021, the District's governing board must adopt an Expanded Learning Opportunities grant plan. Districts will also be required to report actual expenditures against the grant plan budget no later than December 2022.

SALARY SETTLEMENTS

School districts are in the "people business" and, as a result, the budget is largely driven by salaries and benefits. The District has not yet settled negotiations with the bargaining units for 2020-21. Due to the ongoing nature of these costs, any permanent increases to salary require permanent and ongoing funding sources. When the District and bargaining unit are ready to settle negotiations, Government Code 3547.5 requires the District to publicly disclose costs, as certified by the superintendent and chief fiscal officer. Please provide a Public Disclosure of Collective Bargaining Agreement including the tentative agreement(s) and multi-year projection to our office 10 working days prior to Board approval. Budget revisions associated with salary settlements should be approved within 45 days of Board approval.

RESERVES

The District maintains the state-required minimum reserve for economic uncertainty of \$71,000 of total general fund expenditures in the current and two (2) subsequent years. In addition, we note the District maintains a Board reserve for economic uncertainty of \$191,208 for a total reserve of \$262,208 in all three years of the budget and multi-year projection. All school districts, whether state aid or community funded, are well advised to establish higher than minimum reserves in order to provide for the financial flexibility to absorb unanticipated expenditures without significant disruption to educational programs, cash flow deferrals and general economic uncertainties. Higher than minimum reserves allow the District to better ensure a consistent and stable program offering for students.

CONCLUSION

We thank Margie Bonardi for the timely submission of the second interim budget using the statutorily required forms. If you have any questions, please do not hesitate to contact me at 415-499-5822.

We appreciate your dedication and service to the children of Marin County especially during these difficult times. Marin's school districts have taken a leading role in providing safe in-person instruction during the pandemic. Due to your good fiscal stewardship, the children of Marin County will continue to experience quality education now and in the future.

Sincerely,

MARY JANE BURKE
Marin County Superintendent of Schools



KATE LANE
Assistant Superintendent

cc: Dr. Nancy Neu, Interim Superintendent
Margie Bonardi, Interim Chief Business Official



Agenda Item # 96.

BETTY T. YEE

California State Controller

April 1, 2021

Nicasio Elementary
Petaluma-Nicasio Valley Road
Nicasio, CA 94946

Re: Certification Letter – Fiscal Year 2019-20 Nicasio Elementary

The State Controller's Office (SCO) has completed its desk review of the referenced entity's annual audit report for the fiscal year ended June 30, 2020. As a result of the review, the SCO certifies that the audit report conforms to the reporting standards contained in the audit guide, *2019-20 Guide for Annual Audits of K-12 Local Education Agencies and State Compliance Reporting*, prescribed in Title 5, *California Code of Regulations*, Section 19810. Also, the SCO determined that the report generally meets the requirements of Title 2, *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F—Audit Requirements (Uniform Guidance).

The SCO's certification authorizes the auditee to release the portion of the audit fee withheld under the provisions of California Education Code Section 14505. The SCO has notified the auditee that the audit report was certified.

If you have any questions regarding this letter or any other local education agency (LEA) audit issue, please contact a member of my LEA staff by telephone at (916) 324-6442 or by email at leaaudits@sco.ca.gov.

Sincerely,

Joel James, Chief
Financial Audits Bureau
Division of Audits

RECEIVED

APR 13 2021

by Nicasio School/District

MAILING ADDRESS P.O. Box 942850, Sacramento, CA 94250-5874
SACRAMENTO 3301 C Street, Suite 700, Sacramento, CA 95816 (916) 324-8907
LOS ANGELES 901 Corporate Center Drive, Suite 200, Monterey Park, CA 91754-7619 (323) 981-6802