

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, September 1, 2022 5pm

Nicasio School Library, 5555 Nicasio Valley Road, California

1. Opening Business

- a. Call to Order at 5:02pm by Board President Elaine Doss
- b. Roll Call *Present* **Trustees Mark Burton and Elaine Doss** (*Late arrival: Trustee Daniel Ager*)
Also in attendance: Interim Superintendent Nancy Neu, MCOE Director Laura Trahan, Chief Business Official Margie Bonardi and District Secretary Mikki McIntyre
- c. Patriotic Moment citing the U.S. Supreme Court's 1944 decision to stand by internment of Japanese Americans, an example of an era of when racial discrimination by our federal government was deemed acceptable.

2. Approval and Adoption of Open Session Agenda

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

3. Reports/Information

- a. Trustee/Superintendent/Principal Announcements
 - Interim Supt. Neu introduced Laura Trahan, MCOE Director of Education Services, who will provide superintendent support to Nicasio School District as Interim Supt. Neu transitions out of that role. Director Trahan has a background in special education and many other areas at MCOE. Interim Supt. Neu said she has known Director Trahan for many years and that she is knowledgeable in all programs. On behalf of MCOE, Interim Supt. Neu will provide ongoing support to Director Trahan in her first superintendent role.
 - Director Trahan described her 32-year professional background spanning special education, regular education and administration. She said "100% of the work I do is on behalf of every district." She said it is a gift for (Marin County Superintendent of Schools) Mary Jane Burke to allow her to step in where help is needed. In addition to district connectivity, Director Trahan also interacts with county superintendents. She appreciates that the sitting NSD trustees are active and engaged.
 - Regarding the Principal's Report submitted by Barbara Snekkevik, Director Trahan highlighted the following:
 - The closure on the first day of school due to a power outage was a testament to how the community rallies together. The district will get attendance credit for the academic day.
 - The staff came together on Professional Development Day to focus on social emotional curriculum, which is a key component of the LCAP.

- The Nicasio School Foundation held their second meeting of the school year.
 - Two staff members have been hired – Megan Young, Gr. 3/4/5 classroom teacher and Kim Travaglini Lawrence, instructional assistant/yard supervisor.
 - The search continues at MCOE for a new Speech and Language pathologist to serve NSD.
 - The COVID update from MCOE is that the new school year is starting just as the previous year ended. The Admin team is coordinating efforts to submit required reports.
- b. 45-Day Adopted Budget Updates *CBO Bonardi reported provided the report, including the following:*
- The governor signed the 2022-23 state budget act on June 27th. The District is not in violation of the 45-day review requirement. New funds detailed in the report total a budget adjustment of \$58,247 which will be formally included in the first interim budget update.

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

5. **Consent Agenda**

- a. Approval of Minutes: June 15 2022 Special Meeting and June 16, 2022 Regular Meeting of the Board of Trustees
 - b. Ratify Warrants Paid: June-August 2022
 - c. Personnel Actions
 - d. Approval of 2021 Consumer Confidence Report of Drinking Water System
 - e. Approval of SUSD Summer Program Memorandum of Agreement 2022-23
- Action:** M/S: Burton/Doss to approve Consent Agenda Items a., b., c., and e., and pull Item d. for discussion **Vote:** 2/0 Ayes: Burton, and Doss; Noes: None
- Consent Agenda Item 5d. Discussion:** Staff explained that the Consumer Confidence Report is prepared annually and submitted to the State Water Resources Control Board.
- Action:** M/S: Burton/Doss to approve Consent Agenda Item d. **Vote:** 2/0 Ayes: Burton, and Doss; Noes: None

6. **Action**

- a. Consider Approval of Unaudited Actuals for Fiscal Year Ending Jun 30, 2022 (*Note:* Trustee Ager arrived during consideration of this agenda item.) *Discussion:* CBO Bonardi presented the unaudited actuals budget report. LCFF funding increased by \$6000, largely due to property tax increases. There was a decrease of \$8900 in federal revenues and an increase of approximately \$25,000 in other state revenues due to a restricted one-time grant for the PreK program. That funding is being used for an instructional aide and special play and classroom equipment. Local revenues decreased by \$18,000 largely because of transfers from MCOE for special education. Salary expenses decreased by nearly \$40,000 due to classified positions that were not filled. The District is now spending its allocations for last year and the current year. It is also using its grant funds to send students to afterschool programs at the San Geronimo Community Center. The District did not deficit spend in 2021-22. The District's deferred maintenance reserve of \$53,000 is earmarked for maintenance and repair projects. The bond issue will need to be addressed very soon, as the current bond expires in 2024. Bonds projects are Board-directed, and the District may soon need to invite a representative from the county to address the Board on that matter. The trustees thanked CBO Bonardi for her report.

Action: M/S: Burton/Ager to approve Unaudited Actuals for Fiscal Year Ending Jun 30, 2022
Vote: 3/0 Ayes: Burton, Ager and Doss; Noes: None

- b. Consider Approval of Resolution 2022-23 #1 for Gann Limit

Action: M/S: Burton/Ager to approve Resolution 2022-23 #1 for Gann Limit **Roll Call Vote: 3/0** Aye: Burton, Ager and Doss; Noes: None

- c. Consider Approval of 2022-23 Consolidated Application for Federal Funding

Action: M/S: Burton/Ager to approve 2022-23 Consolidated Application for Federal Funding
Vote: 3/0 Ayes: Burton, Ager and Doss; Noes: None

- d. Consider Approval of Education Protection Account (EPA) Actual Expenditures for 2021-22

Discussion: CBO Bonardi explained that EPA (i.e. Prop. 30) funds can only be used for students i.e. educational salaries, and not for administration. The balance can be carried over for a specific program, if need be.

Action: M/S: Burton/Ager to approve Education Protection Account (EPA) Actual Expenditures for 2021-22 **Vote: 3/0** Ayes: Burton, Ager and Doss; Noes: None

- e. Consider Approval of 2022-23 Contract Services Agreement Between Marin County Office of Education and Nicasio School District for Support from the Superintendent for Business Services

Action: M/S: Burton/Ager to approve 2022-23 Contract Services Agreement Between Marin County Office of Education and Nicasio School District for Support from the Superintendent for Business Services **Vote: 3/0** Ayes: Burton, Ager and Doss; Noes: None

7. Conclusion

- a. Agenda items for upcoming Board Agenda

- CA School Dashboard – Fall 2022 Update of Local Priorities Report
- Sufficiency of Textbooks Public Hearing and Resolution
- Quarterly Report on Williams Uniform Complaints
- Director Trahan out of town; Interim Supt. Neu will be in attendance

8. Adjournment

Action: M/S: Burton/Ager to adjourn meeting at 6:00pm **Vote: 3/0** Ayes: Burton, Ager and Doss; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☐ Adopted

Mark Burton, Board Clerk