

Nicasio School District

Since 1862

Board of Trustees

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

MINUTES

Regular Meeting of the Nicasio School District Board of Trustees

Thursday, October 6 2022 5pm

Nicasio School, 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** (*Absent: Trustee Daniel Ager*) *Also in attendance: Interim Superintendent Nancy Neu, Principal Barbara Snekkevik and District Secretary Mikki McIntyre*
- c. Patriotic Moment in observation that 61 years ago, in 1961, President Kennedy advised Americans to build bomb shelters due to the threat of nuclear war, which sadly, persists to this day.

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**

- a. Trustee/Superintendent/Principal Announcements
 - Interim Supt. Neu reported ongoing discussions with Marin County Superintendent of Schools Mary Jane Burke since last June regarding how Nicasio School District (NSD) can best receive superintendent services as Interim Supt. Neu transitions out of that role. Supt. Burke recently asked MCOE Director Laura Trahan to fill the role, with Interim Supt. Neu providing guidance. Interim Supt. Neu noted, however, that having an absent superintendent is not in the best interests of the District and it is important that a visible person fulfill those duties. She said the superintendent/principal model has emerged at some of the county's smaller schools and that Supt. Burke now supports such a position at NSD. Interim Supt. Neu proposes adding two days per month of superintendent functions to the principal role, for which she feels Principal Snekkevik is ready. Board President Doss expressed support for the idea, saying she has seen it work before. She said Supt. Burke told her the added role would result in a salary increase of \$7000 for the remainder of the school year, which would still be less than a full-time principal position. Interim Supt. Neu said that she will continue to provide guidance for the rest of the year to Director Trahan, who will support the new superintendent/principal group. If approved by the Board at the November Board meeting, the new superintendent/principal position will begin in January, 2023.
 - Principal's Report: *Principal Snekkevik reported the following:*
 - Events & Activities: San Geronimo Valley Community Center programs and shuttle; Back to School Night, Sept. 8; Performing Arts program began (with Monica Snell); Bonus Support/Intervention program began in Sept. (with Linda Greene); Initial ELPAC completed; Principal's Chat, Sept. 21; All-school assembly, Sept. 28; October Life Skill: Initiative; Stapleton School Movement classes (guest teachers Casey Thorne &

Wilhelmina Frankfurt) every Tuesday; Nicasio School Foundation parent meetings; MCFL Bookmobile visit (first Thurs. of month) & librarian visits (twice monthly); Yoga classes twice monthly (Shannon Kozubik); Mid-trimester progress reports (sent week of Oct. 3)

- Staff Updates: Ongoing Public Health Liaison meetings (Barbara & Mikki); Early Learning Institute for Elementary Leaders with Betsy Fox (Barbara); Math Workshops PD with Fawn Nguyen (Kristy); Instructional coach in place for new 3/4/5 teacher; Tobacco Use and Prevention (TUPE) coordinator training (Kristy)
- Site Updates: Yellow jacket eradication; Annual fire extinguisher inspection; Annual heating inspection
- Upcoming Events: Professional Development Day, Oct. 10 (Trauma-Informed Practices training); NSF Movie Night in the Square, Oct. 14; Principal's Chat, Oct. 19 at 8:30 am in MPR; Great Shakeout Earthquake Drill, Oct. 20; Nicasio Valley Pumpkin Patch field trip, Oct. 20; Walk-A-Thon, Oct. 27; Schools Rule distribution event at MCOE, Oct. 27; de Young Museum field trip, Oct. 28; School Picture Day, Nov. 3

b. California School Dashboard – Fall 2022 Update of Local Priorities

- Principal Snekkevik provided the overview. She said that as Dashboard Coordinator, she reports on the District's local indicators, which are all aligned with the priorities specified in the LCAP. The purpose of the review using local metrics is to make sure the District is meeting all of its priorities. The report is based on just the past year's (2021-22) data. It will be confirmed and entered into the dashboard.

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

5. **Consent Agenda**

- a. Approval of Minutes: September 1, 2022 Regular Meeting of the Board of Trustees
- b. Ratify Warrants Paid: September, 2022
- c. Quarterly Report on Williams Uniform Complaints (July-Sept. 2022)
- d. 2022-23 Memorandum of Understanding Between Nicasio School District and San Geronimo Valley Community Center

Action: M/S: **Burton/Doss** to approve Consent Agenda **Vote: 2/0** Ayes: Burton, and Doss; 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 hearing opened at 5:36pm. Interim Supt. Neu said the District is required to take appropriate action to ensure the availability of textbooks and instructional materials annually. Board President Doss said she is pleased about recent updating of some of the curriculum. There were no public comments. The hearing was closed at 5:37pm.

7. **Action**

- a. Consider Approval of Resolution 2022-23 #2 Regarding Sufficiency or Insufficiency of Instructional Materials *Discussion:* Interim Supt. Neu said NSD provides the materials it needs and that all students have access to what they need.
Action: M/S: **Burton/Doss** to approve Resolution 2022-23 #2 Regarding Sufficiency or Insufficiency of Instructional Materials **ROLL CALL VOTE 2/0:** Ayes: Burton, and Doss; Noes: None
- b. Consider Approval of Resolution 2022-23 #3 Authorization to Sign on Behalf of the Governing Board for 2022-23

Action: M/S: Burton/Doss to approve Resolution 2022-23 #3 Authorization to Sign on Behalf of the Governing Board for 2022-23 **ROLL CALL VOTE 2/0:** Ayes: Burton, and Doss; Noes: None

8. Correspondence

- a. 2022-23 Adopted Budget and LCAP Review, Kate Lane, Assistant Superintendent, MCOE, Sept. 15, 2022

9. Conclusion

- a. Agenda items for upcoming Board Agenda
 - Consideration to approve Superintendent/Principal Position
 - Negotiations: Closed Session
 - 2023-24 Annual Calendar
 - CAASPP Scores and Local Assessment Data Summary

- b. Adjournment

Action: M/S: Burton/Doss to adjourn meeting **Vote: 2/0** Ayes: Burton and Doss; Noes: None

Respectfully Submitted,

Mikki McIntyre

☐ Unadopted ☒ Adopted

Mark Burton, Board Clerk