

JOINT POWERS AGREEMENT
MARIN PUPIL TRANSPORTATION AGENCY
BOARD OF DIRECTORS
375 DOHERTY DRIVE, LARKSPUR, CALIFORNIA

MINUTES
November 12, 2014

BOARD MEMBERS PRESENT:

Yancy Hawkins (Larkspur - Corte Madera), Midge Hoffman - 8:43 (Ross Valley), Barbara Johnson (Kentfield), Lori Parrish (Tamalpais), Michele Rollins - 8:27 (Mill Valley), Chris Thomas - (San Rafael Elementary & High School Districts), Deborah Wolfe - 8:37 (Ross) and Dennis Petri (MPTA).

BOARD MEMBERS ABSENT:

John Frick (Reed) and Paula Rigney (Sausalito-Marin City)

GUEST(S):

Raquel Rose (Marin County Office of Education - Assistant Superintendent of Student Programs)

CALL TO ORDER:

Chairperson Lori Parrish called the Board of Directors meeting to order at 8:20 a.m. in the Board Room at the Marin County Office of Education building in San Rafael.

ACTION SESSION:

1. **Approval of Agenda (8:20 a.m.):** -- Members approved the agenda as presented. (M/Chris Thomas, S/Yancy Hawkins)
Vote by member:
Aye: Hawkins, Johnson, Parrish, Thomas (2)*
* Chris Thomas' vote counts as 2. She represents 2 school districts.
Nay: No members
Abstention: No members
Absent: Frick, Hoffman, Rigney, Rollins, Wolfe

2. **Approve Minutes of the September 10, 2014 Meeting (8:21 a.m.):** -- Members approved the minutes of the September 10, 2014 meeting as presented. (M/Yancy Hawkins, S/Barbara Johnson)
Vote by member:
Aye: Hawkins, Johnson, Parrish, Thomas (2)*
* Chris Thomas' vote counts as 2. She represents 2 school districts.
Nay: No members
Abstention: No members
Absent: Frick, Hoffman, Rigney, Rollins, Wolfe

3. **Approve Request for Bids Documents for Special Education Bus Transportation Contract Bid 2014-1 (8:22 a.m.):** -- Dennis reviewed the bus contract bids for the Board. All documents have been approved by Nancy Klein, our legal advisor with School & College Legal Services. The bid documents are the same as when the previous bid was required - 10 years ago - with the following additions or changes requested by Dennis:
- a. Buses are to be equipped with camera systems. Monitoring of the onboard camera system will be accessible to MPTA staff as well as First Student staff.
 - b. All buses will be equipped with a factory-installed music radio system.
 - c. The mechanic - bus ratio will not exceed 1 mechanic per 32 buses in the total yard fleet.

The Board had a few questions about the documents, including a request for a separate line item for camera installation costs (if any). While the Board agreed with the need for camera systems, they wish to make sure the cost is appropriate and reasonable.

The Board approved the documents for Bid 2014-1 with a request for a separate bid figure from each competitive bidder on what the difference - if any - the inclusion of onboard camera systems will entail. Attached is a revised bid form.

(Minutes Attachment MA-1 thru MA-3). (M/Chris Thomas, S/Yancy Hawkins)

Vote by member:

Aye: Hawkins, Johnson, Parrish, Rollins, Thomas (2)*
* Chris Thomas' vote counts as 2. She represents 2 school districts.

Nay: No members

Abstention: No members

Absent: Frick, Hoffman, Rigney, Wolfe

Note: Board member Michele Rollins (Mill Valley) joined the meeting while Action Session #3 was under discussion (8:27 a.m.).

TIME CERTAIN - Scheduled for 8:30 a.m.

Actual time (8:32 to 8:37 a.m.):

Time Certain - Transportation Issues & Discussion: -- This time is set aside for discussion with representative(s) of the Marin County Office of Education. This month we invited Raquel Rose, Assistant Superintendent of Student Programs and Janelle Campbell, Director of Special Education.

Raquel was in attendance at this meeting as Janelle had a conflicting meeting that prevented her from attending.

Raquel reported on the following:

a. The Grant Grover Program located at the College of Marin Campus as well as the Indian Valley College Program have adjusted their Spring Break schedule to coincide with all other school districts in the county. Spring Break will be held April 13 through 17, 2015.

b. Due to heavy vehicle traffic at Edna Maguire School in Mill Valley, MCOE is considering adjusting their classroom bell times by 15 minutes. The suggested bell time is 15 minutes prior to the current schedule. New schedule would be 8:15 - 2:30 / 1:30 on Wednesday. The Board asked Dennis to see how this new suggested bell time will work for our bus routes and express his concerns or comments to Janelle Campbell, Director of Special Education.

Follow-up: Dennis sent a favorable comment on the proposed bell schedule change to Janelle within the week. The bell schedule change was implemented with a start date of December 1, 2014.

This Time Certain agenda item ended at 8:37 a.m. The Board thanked Raquel for her attendance and input.

Note: Board member Deborah Wolfe (Ross) joined the meeting while the Time Certain agenda item was near its conclusion (8:37 a.m.)

DISCUSSION SESSION:

1. **Acknowledge letter received from the Marin County Office of Education on Acceptance of the 2013 - 2014 Unaudited Actuals:** -- The Board accepted this information as presented.
2. **Acknowledge letter received from John Chiang, California State Controller regarding the K-12 LEA Advisory for Fiscal year 2013 - 2014** -- The Board accepted this information as presented.
3. **Discussion on the potential for a new funding structure for the Marin Pupil Transportation Agency starting in 2015 - 2016:** -- There was a short discussion on this topic though no definite details have emerged as of yet. The Board said they will bring this topic to the attention of MCOE staff again at their District Business Officials (DBO) meeting that follows our meeting. Chris noted that the intent of the state's changes to our financial structure was to not allow JPAs (like the MPTA) to be harmed financially. Further, Chris asked that this discussion agenda item be placed on the December meeting agenda as well.

Note: Board member Midge Hoffman (Ross Valley) joined the meeting while Discussion Item #3 was concluding (8:43 a.m.)

a. Midge apologized for arriving late. She had a question on last meeting's minutes. Midge thought the CPI for First Student was high (3%). Chris explained that the CPI is tied to fuel costs, which generally runs higher than other categories.

b. There was a brief discussion on our entitlement structure and how Ross Valley has always kept their entire State Entitlement instead of channeling it to the MPTA.

- c. Dennis offered to meet with Midge to explain how the MPTA works for each member school district and answer any questions she may have on our services and structure.
4. **Discussion on the recent court ruling for Adult Students and their District of residence. How this ruling affects the MPTA:** -- Dennis explained that there is only one student that the MPTA transports that is affected by this ruling. One college aged student resides in a group home in San Rafael, but his parents live in the Tamalpais Union High School District. Since the Tamalpais District is responsible for this student's transportation costs, Dennis will work with both districts to correct the cost structure from January 2014 to June 2014.
 5. **Monthly Student Count Tally Sheet:** -- Chris asked that the amount of students districts are charged through the Bill Back formula be included on this spreadsheet for comparison and analysis. Dennis agreed to incorporate that data as requested starting with the December reports. Then, the Board accepted this information as presented.
 6. **Students Listed by School Site:** -- The Board accepted this information as presented.
 7. **Discuss other business:** -- Lori asked if any other members of the Board had provided updated student information to Marin Transit for their comprehensive study? Several other districts had, but not all at this time.
 8. **Set next meeting:** -- The next meeting of the Board of Directors is scheduled for December 10, 2014.

ADJOURNMENT: 9:03 a.m.