

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

MINUTES
March 11, 2015

BOARD MEMBERS PRESENT:

Loreen Farrell (Reed), Lori Parrish (Tamalpais), Paula Rigney (Sausalito-Marin City), Michele Rollins (Mill Valley), Chris Thomas (San Rafael Elementary & High School Districts), Deborah Wolfe - 8:35 (Ross) and Dennis Petri (MPTA).

Special note: John Frick has retired from the Reed School District effective March 31, 2015. Loreen Farrell is the new Business Manager.

BOARD MEMBERS ABSENT:

Barbara Johnson (Kentfield), Yancy Hawkins (Larkspur-Corte Madera) & Midge Hoffman (Ross Valley)

GUEST(S):

Janelle Campbell (Marin County Office of Education - Director of Special Education)

CALL TO ORDER:

Chairperson Lori Parrish called the Board of Directors meeting to order at 8:23 a.m. in the Board Room at the Marin County Office of Education building in San Rafael.

ACTION SESSION:

- 1. Approval of Agenda (8:23 a.m.):** -- Members approved the agenda as presented. (M/Chris Thomas, S/Michele Rollins)
Vote by member:
Aye: Farrell, Parrish, Rigney, Rollins, Thomas (2)*
* Chris Thomas' vote counts as 2. She represents 2 school districts.
Nay: No members
Abstention: No members
Absent: Johnson, Hawkins, Hoffman, Wolfe
- 2. Approve Minutes of the January 14, 2015 Meeting (8:24 a.m.):** -- Members approved the minutes of the January 14, 2015 meeting as presented. (M/Michele Rollins, S/Chris Thomas)
Vote by member:
Aye: Farrell, Parrish, Rigney, Rollins, Thomas (2)*
* Chris Thomas' vote counts as 2. She represents 2 school districts.
Nay: No members
Abstention: No members
Absent: Johnson, Hawkins, Hoffman, Wolfe

3. **Approval of Budget Revisions (8:26 a.m.):** -- Dennis noted that there are very minor changes to the budget and bill back numbers. Our budget is remaining steady, so there is no need to adjust it at this time. The Board had no questions for Dennis. Then the Board approved the budget revisions as presented. (M/Chris Thomas, S/Michele Rollins)
Vote by member:
 Aye: Farrell, Parrish, Rigney, Rollins, Thomas (2)*
 * Chris Thomas' vote counts as 2. She represents 2 school districts.
 Nay: No members
 Abstention: No members
 Absent: Johnson, Hawkins, Hoffman, Wolfe
4. **Approval of Second Period Interim Report (8:28 a.m.):** -- Lori presented the Second Period Interim Report to the rest of the Board. Michele had a question on what the reserve level is. **Answer:** 5% of expenditures. The Board unanimously approved the Second Period Interim Report as presented. (M/Chris Thomas, S/Michele Rollins)
Vote by member:
 Aye: Farrell, Parrish, Rigney, Rollins, Thomas (2)*
 * Chris Thomas' vote counts as 2. She represents 2 school districts.
 Nay: No members
 Abstention: No members
 Absent: Johnson, Hawkins, Hoffman, Wolfe

Special note:

As we were running ahead of schedule for the Time Certain speaker (and Janelle Campbell had not arrived yet), we proceeded to the Discussion Session Items.

DISCUSSION SESSION:

1. **Acknowledge letter from the Marin County Office of Education on acceptance of the MPTA's First Period Interim Report for 2014 - 2015:** -- The Board accepted this information as presented.
2. **Acknowledge letter from the Marin County Office of Education concerning Education Code Section 41020 (Review of audit exceptions on audit reports):** -- The Board accepted this information as presented.
3. **Acknowledge letter from the office of Betty T. Yee, California State Controller regarding a certification letter for fiscal year 2013 - 2014 annual audit:** -- The Board accepted this information as presented.
4. **Discussion on the potential for a new funding structure for the Marin Pupil Transportation Agency starting in 2015 - 2016:** -- Dennis noted that this item is a carry-over from several previous Board meetings until a final resolution on funding is determined. Chris and Lori both said that the MPTA needs to plan on not receiving any direct State entitlement funds in the future. All funding for the MPTA will be through direct billing to member districts based on student counts and mileage.

Chris also took a few minutes to brief Loreen on the past history of the MPTA funding structure as this was Loreen's first Board meeting.

Note: Board member Deborah Wolfe (Ross) joined the meeting while Discussion Session #4 was in process (8:35 a.m.)

5. **Meeting Calendar for 2015 - 2016:** -- Michele mentioned that the current schedule of meeting dates for 2015 - 2016 includes April 13, 2016; which is in the middle of Spring Break. We can expect to see this calendar adjusted due to this oversight.
6. **Monthly Student Count Tally Sheet:** -- The Board accepted this information as presented.

Special Note:

At 8:40 a.m., Janelle Campbell entered the room right on time for the Time Certain agenda item. So, we proceeded to that agenda item. The Board will complete the remaining Discussion Session Items at the conclusion of this conversation.

TIME CERTAIN - Scheduled for 8:40 a.m.
Actual time (8:40 to 8:51 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.

Janelle was in attendance at this meeting.

Janelle reported on the following:

- a) Janelle distributed the draft Extended School Year (ESY) calendar to Board members. (Minutes Attachment MA-1)
- b) Janelle reported that a meeting is scheduled for all transportation supervisors on Wednesday, March 25, 2015 to discuss ESY issues.
- c) At this point, all classroom locations used during the regular school year, will also host their ESY sessions, with the exception of: **1)** Indian Valley College (any IVC students who enroll in the ESY session will attend classes on the Grant Grover site) and **2)** Lynwood School will not operate for ESY (students from this class will be temporarily placed at other school sites for ESY).

Michele asked Janelle if she has checked with Andee Abramson at her district's Special Education Department about the Edna Maguire School MCOE class to see if they are moving to Strawberry Point School for ESY. Otherwise, they will be the only class operating at Edna Maguire for the summer. **Follow-up:** Janelle later emailed Michele and Dennis saying she

conferred with Andee and they agreed that the MCOE classroom will stay on the Edna Maguire School campus for the summer session.

- d) Janelle said the MCOE calendar for 2015 - 2016 was approved at their Board of Trustee's meeting the night before our meeting. Dennis attached a copy of the draft calendar to this meeting's minutes. (MA-2)
- e) No major changes in class assignments or school locations are expected for MCOE classes in the 2015 - 2016 school year.

The Time Certain agenda item ended at 8:51 a.m. The Board thanked Janelle for her attendance and input.

Note: We returned to the Discussion Session at the close of the Time Certain presentation.

DISCUSSION SESSION (continued):

- 7. **Students Listed by School Site:** -- The Board accepted this information as presented.
- 8. **Discuss other business:** -- There was no other business to discuss.
- 9. **Set next meeting:** -- The next meeting of the Board of Directors is scheduled for April 8, 2015.

ADJOURNMENT: 8:53 a.m.