

**MEETING  
BOARD OF DIRECTORS  
MARIN PUPIL TRANSPORTATION AGENCY**

**MINUTES  
May 20, 2020**

**Special Note: Meeting was held via Zoom Video Conference.**

**BOARD MEMBERS PRESENT:**

Robert Clark (Sausalito – Marin City), Corbett Elsen (Tamalpais), Carlos Estrella (Reed), Midge Hoffman – (Ross Valley), Doug Marquand (San Rafael Elementary & High School Districts), Paula Rigney (Larkspur – Corte Madera) Michele Rollins (Mill Valley), Kirsten Starsiak (Kentfield) & Deborah Wolfe (Ross).

**BOARD MEMBERS ABSENT:**

None

**STAFF PRESENT:**

Dennis Petri, Executive Director

**GUESTS:**

Josue Calvo-Perez, First Student Location Safety Manager, San Rafael  
Janelle Campbell (8:34), Marin County Office of Education Special Education  
Department co-Director  
Kristi Dahlstrom (8:28), Marin County Office of Education Special Education  
Department co-Director  
Mark Frith, First Student Area General Manager  
Deanne Waltz, Executive Secretary at Marin County Office of Education

**I. CALL TO ORDER:**

Chairperson Michele Rollins called the Board of Directors meeting to order at 8:15 a.m. This Board of Directors Meeting was held via Zoom Video Conference.

**II. PUBLIC COMMENT: (8:18 a.m.)**

There were no public comments.

**III. ACTION SESSION**

1. **Review & Possible Approval of Agenda (8:19 a.m.):** – Members approved the Agenda as presented.

**(M/Debbie Wolfe, S/Doug Marquand)**

**Vote by member:**

Aye: Clark, Elsen, Estrella, Hoffman, Marquand for SRESA,  
Marquand for SRHSD, Rigney, Rollins, Starsiak, Wolfe

Nay: No members

Abstention: No members

Absent: No members

2. **Consideration and Possible Action on Agreement with First Student Regarding Compensation and Transportation Services (8:19 – 8:31 a.m.):** Chairperson Rollins introduced the item. Executive Director Petri presented a brief chronology of events since school transportation was halted on March 16, 2020 due to school closures. Petri provided background information for the Board of Directors to consider on the tentative Agreement with First Student. The Agreement also includes First Student's approval of the Transportation Contract Extension document that the Board of Directors approved at our January 15, 2020 meeting.

Members unanimously approved the Agreement with First Student as well as reaffirmed the Transportation Contract Extension as presented.

**(M/Debbie Wolfe, S/Midge Hoffman)**

**Vote by member:**

Aye: Clark, Elsen, Estrella, Hoffman, Marquand for SRESA,  
Marquand for SRHSD, Rigney, Rollins, Starsiak, Wolfe

Nay: No members

Abstention: No members

Absent: No members

3. **Review & Possible Action on Budget & Bill Back Updates due to April 15, 2020 student counts (8:32 a.m.):** -- Executive Director Petri reviewed the updates made to the 2019 / 2020 Budget & Bill Back figures. The Board of Directors approved the Budget & Bill Back figures as presented.

**(M/Doug Marquand, S/Corbett Elsen)**

**Vote by member:**

Aye: Clark, Elsen, Estrella, Hoffman, Marquand for SRES  
Marquand for SRHSD, Rigney, Rollins, Starsiak, Wolfe  
Nay: No members  
Abstention: No members  
Absent: No members

IV. **CONSENT AGENDA (8:36 a.m.)**

**CA-1. Approve Minutes of April 22, 2020 Board Meeting.**

**CA-2. Approve Warrants & Registers as follows:**

- a. **Vendor Warrants dated April 1 - 30, 2020.**
- b. **Warrant registers (Backup data). 2 sheets attached.**

**CA-3. Acknowledge & Receipt of a letter received from the Marin County Office of Education on acceptance of the MPTA's Second Period Interim Report for Fiscal Year 2019 / 2020.**

Chairperson Rollins introduced the Consent Agenda. Being as there were no questions from the Board of Directors, Chairperson Rollins asked for a Motion to approve the Consent Agenda as presented. After receiving the Motion, the Board unanimously approved the Consent Agenda as presented.

**(M/Debbie Wolfe, S/Doug Marquand)**

**Vote by member:**

Aye: Clark, Elsen, Estrella, Hoffman, Marquand for SRES  
Marquand for SRHSD, Rigney, Rollins, Starsiak, Wolfe  
Nay: No members  
Abstention: No members  
Absent: No members

V. **DISCUSSION / INFORMATION ITEMS**

**TIME CERTAIN – Scheduled for 8:30 a.m. (Actual time 8:38 a.m. to 8:46 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 Janelle Campbell & Kristi Dahlstrom co-Directors of Special Education were in attendance.

a. Janelle Campbell informed the Board of Directors that the Marin County Office of Education (MCOE) has started pilot programs at San Jose Middle School as well as Marindale’s Early Intervention site. At this point, all students are being transported by their parents. Some parents may need transportation for the planned Extended School Year (ESY) programs.

b. Janelle informed the Board that there is a “Marin Recovers” task force looking at issues relating to transportation. Currently, the task force is focusing on public transit concerns, but she will send contact information to Dennis for input and/or join the task force.

c. Chairperson Rollins asked if there are guidelines in place to safely transport students that meet health professionals’ recommendations. Janelle said that she spoke with Dennis about these issues and possible resources.

d. There were a number of Board members that offered suggestions or areas of concern when developing safe transportation guidelines while we are all dealing with restrictions and safety matter due to COVID-19.

VI. **CLOSED SESSION (8:47 a.m. to 9:14 a.m.)**

VII. **OPEN SESSION**

1. **Report of Reportable Closed Session Action, if any.**

The Board approved a salary increase for the Executive Director for 2020 / 2021, but deferred action on salary for 2021 / 2022. Contract to be revised accordingly for final action in June.

2. **DISCUSSION / INFORMATION ITEMS (Part II)**
  - a. **Second review of the proposed 2020 / 2021 Budget & Bill Back figures. These figures have been adjusted since the initial presentation at our January 15, 2020 Board of Directors meeting. The figures now include changes due to the April 15, 2020 student counts.**
  - b. **Proposed budget for 2020 / 2021.**
  - c. **Proposed bill back figures for 2020 / 2021.**
  - d. **Proposed Budget (Posting Copy)**
  - e. **Seek & select nominations for MPTA Board of Directors' Officers for 2020 / 2021. Elections to occur at the June 10, 2020 meeting.**
  - f. **Ongoing: Discussion on California Senate Bill 328 concerning school start times for Middle School & High School programs.**
  - g. **Draft 2020 / 2021 meeting calendar for the Marin Pupil Transportation Agency's Board of Directors.**
  - h. **Future agenda items requested by Board members.**
  - i. **Reminder of next meeting date.**  
June 10, 2020

**VIII. ADJOURNMENT: 9:14 a.m.**

**Public Records:**

In accordance with Government Code section 54957.5 and the Public Records Act, public records that are distributed to a majority of the Board of Directors concerning open session agenda items will be made available upon request by emailing Dennis Petri at [dpetri@marinschools.org](mailto:dpetri@marinschools.org) or by calling (415) 258-8511. Such records distributed during a public meeting will be made available for inspection at the meeting if prepared by the Agency, or after the meeting if prepared by another party.