

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

**MINUTES
March 14, 2023**

BOARD MEMBERS PRESENT:

Corbett Elsen (Tamalpais), Carlos Estrella (Reed), Robert Marcucci (San Rafael Elementary & High School Districts), Paula Rigney (Larkspur – Corte Madera) & Michele Rollins (Mill Valley)

BOARD MEMBERS ABSENT:

Chris Carson (Ross Valley), Gina Murphy-Garrett (Sausalito – Marin City), Raquel Rose (Kentfield) & Carol Slender (Ross)

STAFF PRESENT:

Dennis Petri, Executive Director

GUESTS:

Taiwo Madison, San Rafael City Schools Director of Fiscal Services
Christina Posedel, San Rafael City Schools Accounting Manager

I. CALL TO ORDER (9:09 a.m.):

Chairperson Michele Rollins called the Board of Directors meeting to order at 9:09 a.m. in the Board of Trustees Room at San Rafael City Schools District Office. 310 Nova Albion Way in San Rafael.

II. PUBLIC COMMENT: (9:10 a.m.)

There were no public comments.

III. ACTION SESSION

1. **Review & Possible Action on the Agenda (9:10 a.m.):** – Members approved the Agenda as presented.
(M/Corbett Elsen, S/Paula Rigney)

Vote by member:

Aye: Elsen, Estrella, Marcucci for SRES D, Marcucci for SRHSD,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Carson, Murphy-Garrett, Rose, Slender

2. **Review and Possible Action on Proposed Budget & Bill Back Revisions (9:11 a.m.):** -- Director Petri reviewed the minor changes made to the Budget and Bill Back figures. There were no questions from the Board.

Members approved the Revisions to the Budget & Bill Back figures as presented.
(M/Michele Rollins, S/Corbett Elsen)

Vote by member:

Aye: Elsen, Estrella, Marcucci for SRES D, Marcucci for SRHSD,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Carson, Murphy-Garrett, Rose, Slender

3. **Review and Possible Action on the Second Period Interim Report (9:12 a.m.):**
-- Chairperson Rollins asked Fiscal Agents Bob Marcucci & Chris Posedel to review the Second Interim Report and multi-year projections for the Board. Both Marcucci and Posedel said there were no issues or problems when preparing this report.

There were no questions from the Board, so Chairperson Rollins asked for a Motion to approve the Second Period Interim Report as presented.

(M/Carlos Estrella, S/Paula Rigney)

Vote by member:

Aye: Elsen, Estrella, Marcucci for SRES D, Marcucci for SRHSD,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Carson, Murphy-Garrett, Rose, Slender

4. **Review and Possible Action on the Third Amendment to the Special Education School Bus Transportation Contract (Contract No. 2014-1) Between the Marin Pupil Transportation Agency and First Student, Inc. (9:14 a.m.):** -- Chairperson Rollins gave a brief overview of background information that led to this Third Amendment to our Transportation Contract.

There were no questions from the Board, so Chairperson Rollins asked for a Motion to approve the Third Amendment to the Special Education School Bus Transportation Contract as presented.

(M/Corbett Elsen, S/Bob Marcucci)

Vote by member:

Aye: Elsen, Estrella, Marcucci for SRES, Marcucci for SRHSD,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Carson, Murphy-Garrett, Rose, Slender

IV. **CONSENT AGENDA (9:20 a.m. to 9:25 a.m.):**

CA-1. Possible Action on the Minutes of February 14, 2023 Board Meeting.

CA-2. Possible Action on the completed Memorandum of Understanding with Marin SELPA to transport one (1) NPS/LCI student from Marin City to/from a Non-Public School (the Irene Hunt School of Marin) for the balance of the 2022/2023 school year.

CA-3. Possible Action on the following Legal Updates received from School & College Legal Services of California:

a. Updates for 2023 Brown Act Virtual Meeting Requirements – Memo No. 02-2023. Memo dated February 23, 2023.

CA-4. Possible Action on Financial Documents as follows:

a. Approve vendor warrants paid for the period of February 1, 2023 through February 28, 2023 in the amount of **\$222,034.18**.

CA-5. Possible Action on Potential Reimbursement Information for member school districts as follows:

a. February 2023 in the amount of **\$503.69**.

b. Potential Reimbursement Fund Totals to Date: **\$4,345.10**.

CA-6. Acknowledge & Accept Monthly Student Count Tally Sheets as follows:

- a. February 2023

CA-7. Acknowledge & Accept Spreadsheets of Students Listed by School of Attendance.

- a. February 2023

Chairperson Rollins introduced the Consent Agenda. There were no questions from the Board of Directors, so Chairperson Rollins made a Motion to approve the Consent Agenda as presented. The Board approved the Consent Agenda as presented.

(M/Michele Rollins, S/Carlos Estrella)

Vote by member:

- Aye: Elsen, Estrella, Marcucci for SRES, Marcucci for SRHSD, Rigney, Rollins
- Nay: No members
- Abstention: No members
- Absent: Carson, Murphy-Garrett, Rose, Slender

V. DISCUSSION / INFORMATION ITEMS

1. Time Certain – Transportation Issues & Discussion:

Our guest speaker – Stacey Tachiki, Director of Special Education for the Marin County Office of Education – was unable to meet today due to a previous meeting commitment. However, Stacey asked Director Petri to inform the Board of Directors that she did not have any new updates to present from what she discussed at our February 14, 2023 meeting.

2. Executive Director’s Report.

a. Director Petri did not have a formal report to present. However, Petri informed the Board of Directors that the county’s bus transportation supervisors have a meeting (via Zoom) with Stacey Tachiki on early planning for the Extended School Year (ESY). The meeting is set for Wednesday, March 15, 2023.

b. Secretary Corbett Elsen did mention that the parking lots at all three comprehensive high schools in the Tamalpais Union High School District will be closed for the summer and possibly thru early fall for solar construction work.

3. Future agenda items requested by Board members.

No future agenda items were requested by Board members.

4. Reminder of next meeting date.

April 18, 2023

VI. ADJOURNMENT: 9:25 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 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.