

**JOINT POWERS AGREEMENT
MARIN PUPIL TRANSPORTATION AGENCY
BOARD OF DIRECTORS**

<https://marinpupiltransportationagency.org/>

**Tuesday, June 4, 2024
9:00 a.m.**

**San Rafael City Schools District Office
Board of Trustees Room – Second Floor
310 Nova Albion Way
San Rafael, CA 94903**

JPA Member Districts:

Kentfield School District, Larkspur–Corte Madera School District, Mill Valley School District, Reed Union School District, Ross School District, Ross Valley School District, San Rafael Elementary School District, San Rafael High School District, Sausalito-Marin City School District, Tamalpais Union High School District.

Accessibility:

If you require disability-related modifications or accommodation, including auxiliary aids or services, to access or participate in the meeting, please contact Dennis Petri, Executive Director at (415) 258-8511. You are encouraged to provide as much advance notice as possible to better enable the Marin Pupil Transportation Agency to meet your accessibility needs.

I. CALL TO ORDER

II. PUBLIC COMMENT

Members of the public may address the Board concerning matters within the authority of the Board for up to three (3) minutes.

III. ACTION SESSION

- 1. Review and Possible Action on the Agenda. (Pages 1 to 5)**
- 2. Budget Approval Process:
[PRESENTATION & PUBLIC HEARING]
(Pages 6 to 66)**
 - a. PRESENTATION OF THE PROPOSED 2024 / 2025 BUDGET.**
 - b. PUBLIC HEARING ON PROPOSED BUDGET FOR 2024 / 2025.**
Note: Public Hearing to be conducted May 28, 2024.
Information & Zoom link attached as part of this Agenda Packet.
 - c. PUBLIC HEARING ON RESERVE LEVEL FOR PROPOSED
BUDGET FOR 2024 / 2025.**
 - d. Review and Possible Approval of 2024 / 2025 Budget.**
- 3. Review and Possible Approval of an Updated Memorandum of Understanding with the San Rafael High School District as the provider of the MPTA's Fiscal Agent Services for the Fiscal Year 2024 / 2025. ***
(Pages 67 to 70)
- 4. Review and Possible Approval of an Updated Memorandum of Understanding with the San Rafael High School District as the MPTA's Office Facility Lease Holder for the Fiscal Year 2024 / 2025.***
(Pages 71 to 75)
- 5. Review and Possible Election of MPTA Officers for the Board of Directors for the 2024 / 2025 school year. ***
(Page 76)
- 6. Review and Possible Action on an Agreement for Professional Services with Dannis Woliver Kelley (DWK Legal) for legal service needs for the period of July 1, 2024 thru June 30, 2026. ***
(Pages 77 to 81)

IV. CONSENT AGENDA (Pages 82 to 113)

Note: The Board of Directors action on all items appearing on the Consent Agenda is taken in one action, unless a Board member, MPTA staff member, or, during Public Comment, a member of the public requests that an item be pulled for discussion prior to approval of the Consent Agenda.

CA-1. Acknowledge & Accept the Minutes of March 12, 2024, Board Meeting. *
(Pages 83 to 88)

CA-2. Acknowledge & Accept a letter from the Marin County Office of Education approving the MPTA's Second Interim Reporting Period Report. Letter dated April 15, 2024. *
(Pages 89 & 90)

CA-3. Acknowledge & Accept a letter from Angela Mendonca, Project Coordinator for Keenan & Associates. The subject matter is "Hazardous Material Inventory for the MPTA's Office." This letter is dated March 19, 2024. *
(Pages 91 to 101)

CA-4. Acknowledge & Accept the MPTA Meeting Calendar for 2024-2025. *
(Page 102)

CA-5. Acknowledge & Accept Financial Documents as follows: *
(Pages 103 to 109)

a. Approve vendor warrants paid for the period of March 1, 2024, through March 31, 2024, in the amount of \$334,606.54. *

b. Approve vendor warrants paid for the period of April 1, 2024 through April 30, 2024, in the amount of \$372,300.28. *

CA-6. Acknowledge & Accept Monthly Student Count Tally Sheets for the following: *
(Pages 110 & 111)

a. March 2024.

b. April 2024.

CA-7. Acknowledge & Accept Spreadsheets of Students Listed by School of Attendance for the following: *
(Pages 112 & 113)

a. March 2024.

b. April 2024.

V. DISCUSSION / INFORMATION ITEMS (Pages 114 to 117)

1. Time Certain – 9:20 a.m.

Transportation Issues & Discussion * (Page 114)

Guests: Janelle Campbell, Assistant Superintendent of
Special Education
Marin County Office of Education
(Invited)

Stacey Tachiki, Director of Special Education
Marin County Office of Education
(Invited)

**2. Executive Director's Report. *
(Pages 115 to 117)**

- a. Extended School Year (ESY) 2024 Information.**
- b. School District Calendars for 2024 / 2025.**
- c. Marin County Office of Education Program Graduates 2024.**
- d. First Student Staffing Information.**

3. Future agenda items requested by Board members.

**4. Reminder of next meeting date.
September 10, 2024**

VI. ADJOURNMENT

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Scheduled meetings for the 2024 / 2025 school year:

September 10, 2024
October 8, 2024
November 12, 2024
December 10, 2024
January 14, 2025
February 11, 2025
March 11, 2025
April 15, 2025
May 13, 2025
June 10, 2025

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.