

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

<https://marinpupiltransportationagency.org/>

**Tuesday, June 6, 2023
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-Marín 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 78)
 - a. PRESENTATION OF THE PROPOSED 2023 / 2024 BUDGET.**
 - b. PUBLIC HEARING ON PROPOSED BUDGET FOR 2023 / 2024.**
Note: Public Hearing to be conducted June 1, 2023.
Information & Zoom link attached as part of this Agenda Packet.
 - c. PUBLIC HEARING ON RESERVE LEVEL FOR PROPOSED BUDGET FOR 2023 / 2024.**
 - d. Review and Possible Approval of 2023 / 2024 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 2023 / 2024. ***
(Pages 79 to 82)
- 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 2023 / 2024.***
(Pages 83 to 87)
- 5. Review and Possible Approval of the MPTA Executive Director's Management Salary Schedule for the years 2022-2023 thru 2024-2025.**
(Pages 88 to 91)
- 6. Review and Possible Election of MPTA Officers for the Board of Directors for the 2023 / 2024 school year. ***
(Page 92)
- 7. Review and Possible Action on a letter of agreement with School & College Legal Services of California for the MPTA to remain as a "billable client" for purposes of legal advice and legal service needs. ***
(Pages 93 to 99)

IV. CONSENT AGENDA (Pages 100 to 148)

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 14, 2023, Board Meeting. *
(Pages 102 to 106)

CA-2. Acknowledge & Accept a letter from the Marin County Office of Education noting No Audit Findings for the 2021-2022 audit report. Letter dated March 17, 2023. *
(Page 107)

CA-3. Acknowledge & Accept a letter from the Marin County Office of Education approving the MPTA's Second Interim Reporting Period Report. Letter dated April 14, 2023. *
(Pages 108 & 109)

CA-4. Acknowledge & Accept a letter from Alliston Law Office on the subject of "Teleconferences Post-COVID." This letter is dated May 1, 2023. *
(Pages 110 & 111)

CA-5. Acknowledge & Accept the MPTA Meeting Calendar for 2023-2024. *
(Pages 112 & 113)

CA-6. Acknowledge & Accept Financial Documents as follows: *
(Pages 114 to 129)

a. Approve vendor warrants paid for the period of March 1, 2023, through March 31, 2023, in the amount of \$576,943.90. *

b. Approve vendor warrants paid for the period of April 1, 2023, through April 30, 2023, in the amount of \$370,091.53. *

c. Approve vendor warrants paid for the period of May 1, 2021, through May 31, 2023, in the amount of \$123,699.52. *

CA-7. Acknowledge & Accept Potential Reimbursement Information for member school districts as follows: *
(Pages 130 to 136)

- a. March 2023 in the amount of **\$731.50**.
- b. April 2023 in the amount of **\$501.60**.
- c. Potential Reimbursement Fund Totals to Date: **\$5,578.22**.

CA-8. Acknowledge & Accept Monthly Student Count Tally Sheets for the following: *
(Pages 137 to 139)

- a. March 2023.
- b. April 2023.
- c. May 2023.

CA-9. Acknowledge & Accept Spreadsheets of Students Listed by School of Attendance for the following: *
(Pages 140 to 142)

- a. March 2023.
- b. April 2023.
- c. May 2023.

CA-10. Acknowledge & Accept a Public Information request from Transparent California received on May 11, 2023. This agency is requesting a copy of the MPTA's Employee Compensation Report for the 2020/2021 fiscal year. *
(Pages 143 to 148)

V. DISCUSSION / INFORMATION ITEMS (Pages 149 to 153)

1. Time Certain – 9:20 a.m.

Transportation Issues & Discussion * (Page 149)

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 150 to 153)
 - a. **Extended School Year (ESY) 2023 Information.**
 - b. **School District Calendars for 2023 / 2024.**
 - c. **Marin County Office of Education Program Graduates 2023.**
 - d. **Earth Day 2023 – Certificate of Tree Planting.**
 - e. **First Student Staffing Change.**
3. **Future agenda items requested by Board members.**
4. **Reminder of next meeting date.**
September 19, 2023

VI. ADJOURNMENT

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Scheduled meetings for the 2023 / 2024 school year:

September 19, 2023
October 17, 2023
November 14, 2023
December 12, 2023
January 23, 2024
February 13, 2024
March 12, 2024
April 16, 2024
May 14, 2024
June 4, 2024

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.