

AGENDA
JOINT POWERS AGREEMENT
MARIN PUPIL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

<https://marinpupiltransportationagency.org/>

Wednesday, September 15, 2021
8:15 a.m.

To participate by Zoom Video Conference:

Join Zoom Meeting

<https://us02web.zoom.us/j/81381041508?pwd=VnMybTBhWVU4WndOdGx3NFQ2UjRodz09>

Meeting ID: 813 8104 1508

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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 jurisdiction of the Board for up to three (3) minutes.

III. ACTION SESSION

- 1. Review and Possible Action on the Agenda. (Pages 1 to 6)**
- 2. Review and Possible Action on the 2020 – 2021 Bill Back Rebate to Member School Districts: -- Approve total rebate of \$433,887 to member school districts. * (Pages 7 to 10)**
 - a. Final Figures for 2020 – 2021 Budget.**
 - b. Final Figures for 2020 – 2021 Bill Back Worksheet.**
 - c. Updated 2021 – 2022 Budget figures.**
 - d. Updated 2021 – 2022 Bill Back figures.**
- 3. Review and Possible Action on the Certification for Financial Reports for 2020 – 2021 (Unaudited Actuals). * (Pages 11 to 38)**
- 4. 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 2021 / 2022 in the amount of \$14,653.88. * (Pages 39 to 42)**

5. **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 2021 / 2022 in the amount of \$10,146.52.***
(Pages 43 to 46)
6. **Review and Possible Approval of Rate Adjustment for First Student, Inc. for the 2021 / 2022 school year. Proposed rate increase of 3.2% is effective August 10, 2021. ***
(Pages 47 to 49)

IV. CONSENT AGENDA (Pages 50 to 111)

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. Approve Minutes of June 9, 2021, Board Meeting. * (Pages 52 to 57)

CA-2. Approve Financial Documents as follows: *
(Pages 58 to 71)

- a. Approve vendor warrants paid for the period of June 1, 2021, through June 30, 2021, in the amount of **\$310,413.04. ***
(Pages 58 to 61)
- b. Approve vendor warrants paid for the period of July 1, 2021, through July 31, 2021, in the amount of **\$262,395.50. ***
(Pages 62 to 65)
- c. Approve vendor warrants paid for the period of August 1, 2021, through August 31, 2021, in the amount of **\$225,892.85. ***
(Pages 66 & 69)
- d. Approve Purchase Orders for Fiscal Year 2021 – 2022. *
(Pages 70 & 71)

CA-3. Acknowledge & Accept Potential Reimbursement Information for member school districts as follows: * (Pages 72 to 85)

- a. June 2021 – Regular School Year – in the amount of **\$296.78.**
- b. June 2021 – Extended School Year – in the amount of **\$432.63.**
- c. Potential Reimbursement Fund Totals for 2020 - 2021: **\$6,402.58.**
- d. July 2021 – Extended School Year – in the amount of **\$597.74.**
- e. August 2021 in the amount of **\$323.95.**
- f. Potential Reimbursement Fund Totals to date for 2021 - 2022: **\$921.70.**

CA-4. Acknowledge & Accept Monthly Student Count Tally Sheets as follows: * (Pages 86 to 89)

- a. June 2021
- b. June 2021 (Extended School Year)
- c. July 2021 (Extended School Year)
- d. August 2021

CA-5. Acknowledge & Accept Spreadsheets of Students Listed by School of Attendance. * (Pages 90 to 93)

- a. June 2021
- b. June 2021 (Extended School Year)
- c. July 2021 (Extended School Year)
- d. August 2021

CA-6. Acknowledge & Accept the letter received on June 22, 2021, from School & College Legal Services of California on Juneteenth school holiday and Implications for Schools. * (Pages 94 to 98)

CA-7. Acknowledge & Accept agreement dated July 1, 2021, with the San Francisco Unified School District to transport one of their district students residing in a group home in San Rafael. Maximum income amount of \$11,130.00 possible. (Pages 99 to 103)

CA-8. Acknowledge & Accept a Public Records Act request dated July 7, 2021. This request was submitted by Ms. Lauren C. Thomas, Paralegal, with the firm of Meyers / Nave in Oakland, California. This Public Records Act request is seeking contracts, documents, and any related correspondence and information concerning the MPTA's transportation contract with First Student for the school years 2018/2019, 2019/2020 and 2020/2021. * (Pages 104 & 105)

CA-9. Acknowledge & Accept a request our Fiscal Agent received on the MPTA's behalf for FY 2019-2020 Audited Financial Statements and SAS 114 Auditor's Communication information. This request was received on August 9, 2021. (Pages 106 & 107)

**CA-10. Acknowledge & Accept a Public Information request from
Transparent California received on August 30, 2021. This agency is
requesting a copy of the MPTA's Employee Compensation Report for
the 2019/2020 fiscal year. *
(Pages 108 to 111)**

V. DISCUSSION / INFORMATION ITEMS (Pages 112 to 115)

1. Time Certain – 8:30 a.m.

Transportation Issues & Discussion * (Page 112)

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

Kristi Dahlstrom, Director of Special Education
Marin County Office of Education
(Invited)

2. Executive Director's Report. * (Pages 113 & 114)

a. General Information on the 2021 Extended School Year (ESY)
operations.

b. MPTA School Bus Routes for 2021/2022: Status of service to date.

c. Inservice September 8, 2021: Sexual Harassment & Abusive Conduct
Prevention Training.

**3. Discussion on Legal Firm(s) used for Public Records Act requests or
additional legal matters.
(Page 115)**

4. Future agenda items requested by Board members.

**5. Reminder of next meeting date.
October 13, 2021**

VI. ADJOURNMENT

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Scheduled meetings for the balance of the 2021 / 2022 school year:

October 13, 2021

November 17, 2021

December 15, 2021

January 12, 2022, or January 19, 2022 **

(possible conflict with the Governor's Budget Workshop)**

February 9, 2022

March 9, 2022

April 20, 2022

May 18, 2022

June 8, 2022

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.