

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

<https://marinpupiltransportationagency.org/>

**Wednesday, September 9, 2020
8:15 a.m.**

**Marin Pupil Transportation Agency Office
38 Union Street
San Rafael, CA 94901**

To participate by Zoom Video Conference:

Join Zoom Meeting
<https://us02web.zoom.us/j/85804691864?pwd=NZOOOWxUZXBWR3hDRG5PMkg1ZmdyUT09>

Meeting ID: 858 0469 1864
Passcode: 136592
One tap mobile
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Meeting ID: 858 0469 1864

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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 5)**
- 2. Review and Possible Action on the 2019 – 2020 Bill Back Rebate to Member School Districts: -- Approve total rebate of \$425,058 to member school districts. * (Pages 6 to 10)**
 - a. Final Figures for 2019 – 2020 Budget.**
 - b. Final Figures for 2019 – 2020 Bill Back Worksheet.**
 - c. Updated 2020 – 2021 Budget figures.**
 - d. Updated 2020 – 2021 Bill Back figures.**
- 3. Review and Possible Action on the Certification for Financial Reports for 2019 – 2020 (Unaudited Actuals). * (Pages 11 to 39)**
- 4. 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 40 to 44)**

IV. CONSENT AGENDA (Pages 45 to 77)

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 10, 2020 Board Meeting. * (Pages 47 to 54)

CA-2. Approve Financial Documents as follows: * (Pages 55 to 70)

a. Approve vendor warrants paid for the period of June 1, 2020 through June 30, 2020 in the amount of **\$261,179.59.** *

(Pages 55 to 60)

b. Approve vendor warrants paid for the period of July 1, 2020 through July 31, 2020 in the amount of **\$80,588.61.** *

(Pages 61 to 65)

c. Approve vendor warrants paid for the period of August 1, 2020 through August 31, 2020 in the amount of **\$350.00.** *

(Pages 66 & 67)

d. Approve Purchase Orders for Fiscal Year 2020 – 2021. *

(Pages 68 to 70)

CA-3. Acknowledge & Accept Monthly Student Count Tally Sheets as follows: * (Pages 71 to 73)

a. June 2020 (Extended School Year)

b. July 2020 (Extended School Year)

c. August 2020: No students transported.

CA-4. Acknowledge & Accept Spreadsheets of Students Listed by School of Attendance. * (Pages 74 & 75)

a. June 2020 (Extended School Year)

b. July 2020 (Extended School Year)

c. August 2020: No students transported.

CA-5. Acknowledge & Accept the letter received from the office of Betty T. Yee, California State Controller on the Certification Letter for Fiscal Year 2018 – 2019 MPTA Audit. * (Page 76)

CA-6. Acknowledge & Accept the letter received from Nigro & Nigro, PC dated March 20, 2020 on their firm's "Responsibilities under U.S. Generally Accepted Auditing Standards and Government Auditing Standards." * (Page 77)

V. **DISCUSSION / INFORMATION ITEMS** (Pages 78 to 102)

1. **Time Certain – 8:30 a.m.**

Transportation Issues & Discussion * (Page 78)

Guests: Jon Lenz, SELPA Director
Marin County Office of Education
(Invited)

Janelle Campbell, co-Director of Special Education
Marin County Office of Education
(Invited)

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

2. **Executive Director's Report. * (Pages 79 to 102)**

a. General Information on the 2020 Extended School Year (ESY) operations. **(Pages 80 to 82)**

b. MPTA School Bus Routes for 2020 – 2021: Status of service to date. **(Pages 83 to 86)**

c. First Student: Letter dated June 8, 2020 on "Return-to-School Preparedness." **(Page 87)**

d. First Student: Start Safe Taskforce Information (including pricing for COVID-19 cleaning protocols). **(Pages 88 to 100)**

Special note: Additional pricing for COVID-19 cleaning are noted on page 100 of this agenda packet.

e. First Student: Letter dated August 4, 2020 requesting funds to remain open during delay of school start on-site for 2020 / 2021. **(Page 101)**

f. First Student: First News article "We are San Rafael." **(Page 102)**

3. **Future agenda items requested by Board members.**

4. **Reminder of next meeting date.**
October 14, 2020

VI. **ADJOURNMENT**

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Scheduled meetings for the 2020 / 2021 school year:

September 9, 2020

October 14, 2020

November 4, 2020

December 9, 2020

January 13, 2021 or January 20, 2021 **

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

February 10, 2021

March 10, 2021

April 21, 2021

May 19, 2021

June 9, 2021

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.