

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

<https://marinpupiltransportationagency.org/>

Tuesday, September 10, 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 jurisdiction of the Board for up to three (3) minutes.

III. ACTION SESSION (Pages 1 to 109)

- 1. Review and Possible Action on the Agenda.**
(Pages 1 to 6)
- 2. Review and Possible Action on the 2023 – 2024 Bill Back Rebate to Member School Districts: -- Possible Action on the total rebate of \$283,383 to member school districts. ***
(Pages 7 to 11)
 - a. Final Figures for 2023 – 2024 Budget.**
 - b. Final Figures for 2023 – 2024 Bill Back Worksheet.**
 - c. Updated 2024 – 2025 Budget figures.**
 - d. Updated 2024 – 2025 Bill Back figures.**
- 3. Review and Possible Action on the Certification for Financial Reports for 2023 – 2024 (Unaudited Actuals). ***
(Pages 12 to 36)
- 4. Review and Possible Action on the Request for Proposal for Transportation Contract Bid 2024-1 Documents. ***
(Pages 37 to 103)
- 5. Review and Possible Action on Rate Adjustment for First Student, Inc. for the 2024 – 2025 school year: Approve a proposed rate increase of 3.24% that is effective September 1, 2024. ***
(Pages 101 to 106)
- 6. 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: Letter dated July 1, 2024. ***
(Pages 107 to 109)

IV. CONSENT AGENDA (Pages 110 to 152)

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. Possible Action on the Minutes of the June 4, 2024, Board Meeting. *
(Pages 112 to 119)

CA-2. Acknowledge & Accept a letter from Nicol Moreland, Loss Control Department for Keenan & Associates. The subject matter is “Hazardous Material Inventory Report for the MPTA’s Office.”
This letter is dated June 6, 2024. *
(Pages 120 to 134)

CA-3. Possible Action on a legal update from School & College Legal Services of California. This update concerns “Planning for Implementation of New Safety Standards for Non-School Bus Drivers Transporting Students – SB 88.” This information was dated July 26, 2024. * **(Pages 135 to 137)**

CA-4. Possible Action on the Financial Documents as follows: *
(Pages 138 to 152)

a. Possible Action on the vendor warrants paid for the period of May 1, 2024, through May 31, 2024, in the amount of \$416,817.85. *
(Pages 138 to 141)

b. Possible Action on the vendor warrants paid for the period of June 1, 2024, through June 30, 2024, in the amount of \$460,732.27. *
(Pages 142 to 146)

c. Possible Action on the vendor warrants paid for the period of July 1, 2024, through July 31, 2024, in the amount of \$282,474.88. *
(Pages 147 to 149)

d. Possible Action on the Purchase Orders for Fiscal Year 2024 – 2025. *
(Pages 150 to 152)

CA-5. Possible Action on the Monthly Student Count Tally Sheets as follows: *

(Pages 153 to 157)

- a. May 2024
- b. June 2024 (Regular & Extended School Year)
- c. July 2024 (Extended School Year)
- d. August 2024

CA-6. Possible Action on the Spreadsheets of Students Listed by School of Attendance. *

(Pages 158 to 162)

- a. May 2024
- b. June 2024
- c. June 2024 (Extended School Year)
- d. July 2024 (Extended School Year)
- e. August 2024

V. DISCUSSION / INFORMATION ITEMS (Pages 163 to 168)

1. Time Certain – 9:20 a.m.

Transportation Issues & Discussion * (Page 163)

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 164 to 168)

a. General Information on the 2024 Extended School Year (ESY) operations.

b. MPTA School Bus Routes for 2024 / 2025: Status of service to date.

c. Follow-up to Requests for Information from the Board of Directors at our June 4, 2024 meeting:

1. Timeline for 3 Major Projects. *

2. Timeline to acquaint Board of Directors members with MPTA's Budget & Bill Back Figures procedures. *

3. Future agenda items requested by Board members.

4. Reminder of next meeting date.

October 8, 2024

VI. CLOSED SESSION

1. Public Employee / Appointment (Govt. Code sec. 54957)
Title: Executive Director

VII. OPEN SESSION

1. Report of Reportable Closed Session Action, if any.

VIII. ADJOURNMENT

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Scheduled meetings for the balance of the 2024 / 2025 school year:

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.