

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

Meeting Location & Time:

AGENDA

December 11, 2019

8:15 a.m.

Marin County Office of Education

Foundation Room

1111 Las Gallinas Avenue, San Rafael, California

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.

Note: The audience may participate in each section of the agenda as follows: The Chairperson will introduce each item, the staff will review the item for the Board, comments will be accepted from the public, Directors will discuss, and then as appropriate, the Board will take action.

CALL TO ORDER

The Chairperson will call the meeting to order. (Time: _____)

ACTION SESSION

1. Approval of Agenda. (Time: _____) (Pages 1 to 5) [**VOTE**]

Vote by member:

Aye:

Nay:

Abstention:

Absent:

2. **Approval of Audit of Financial Statements:** -- Approve audit by Christy White Associates of financial statements for the year ended June 30, 2019. *
(Time: _____) (Pages 6 to 52) **[VOTE]**
Vote by member:
Aye:
Nay:
Abstention:
Absent:
3. **Approval of Budget Revisions:** -- Approve revisions to the 2019 – 2020 budget and bill back figures. * (Time: _____) (Pages 53 to 56) **[VOTE]**
Vote by member:
Aye:
Nay:
Abstention:
Absent:
4. **Approval of First Period Interim Report:** -- Approve 2019 – 2020 First Period Interim Report. * (Time: _____) (Pages 57 to 105) **[VOTE]**
Note: Multiyear projections are on page 66.
Vote by member:
Aye:
Nay:
Abstention:
Absent:
5. **Approve Selection of Nigro & Nigro, PC as our auditing firm for fiscal years ending June 30, 2020, 2021, and 2022:** -- Approve contract with Nigro & Nigro, PC for audit services for the next three (3) fiscal years.*
(Time: _____) (Pages 106 to 113) **[VOTE]**
Vote by member:
Aye:
Nay:
Abstention:
Absent:

CONSENT AGENDA (Pages 114 to 155) **[VOTE]**

Note: All items appearing on the Consent Agenda are approved in one action by the Board of Directors. Board members, staff, or members of the public may request that an item be pulled for discussion prior to Consent Agenda approval.

Approval Items:

CA-1. Approve Minutes of September 11, 2019 Board Meeting. * (Pages 116 to 124)

CA-2. Approve Financial Documents as follows: * (Pages 125 to 138)

- a. Vendor Warrant Expenses for September 2019.**
- b. Warrant registers (Backup data for September). 4 Sheets attached.**
- c. Vendor Warrant Expenses for October 2019.**
- d. Warrant registers (Backup data for October). 2 Sheets attached.**
- e. Vendor Warrant Expenses for November 2019.**
- f. Warrant registers (Backup data for November). 5 Sheets attached.**

Acknowledge & Accept Items:

CA-3. Acknowledge & Accept letter received from the Marin County Office of Education on acceptance of the 2019 – 2020 Adopted Budget. * (Pages 139 to 141)

CA-4. Acknowledge & Accept letter received from the Marin County Office of Education on acceptance of the 2018 – 2019 Unaudited Actuals. * (Page 142)

CA-5. Acknowledge & Accept letter received from Kim Wooster, Senior Vice President for First Student, Inc. This letter concern's First Student's Privacy Commitment to customers. * (Pages 143 & 144)

CA-6. Acknowledge & Accept executed transportation contract with the San Francisco Unified School District for the 2018 – 2019 school year. We transported two (2) students to and from Grant Grover. These students reside in a group home in San Rafael. Total income was \$10,229.00. * (Pages 145 to 151)

CA-7. Acknowledge & Accept the Monthly Student Count Tally Sheet – inclusive through November 2019. * (Page 152)

CA-8. Acknowledge & Accept Spreadsheet of Students Listed by School of Attendance – for the following months: *

(Pages 153 to 155)

- a. September 2019.**
- b. October 2019.**
- c. November 2019.**

Consent Agenda Approval (Time : _____) [VOTE]

Vote by member:

Aye:

Nay:

Abstention:

Absent:

Time Certain – 8:30 a.m. [INFORMATIONAL ITEM]

Transportation Issues & Discussion * (Page 126)

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)

DISCUSSION SESSION (Pages 132 to 147) [ALL ITEMS BELOW ARE INFORMATIONAL ITEMS]

1. **Discussion of the transportation contract extension with First Student, Inc.
(Pages 157 to 174)**
2. **Executive Director's Report. * (Page 175)**
 - a. Conflict of Interest Code Form 700 filing
 - b. MPTA Website Information.
 - c. District notification to MPTA highlighted by the recent PG&E Public Safety Power Shutoffs.
3. **Future agenda items requested by Board members.**
4. **Discuss other business.**
5. **Set next meeting.**
January 15, 2020

ADJOURNMENT (Time : _____)

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Scheduled meetings for the 2019 – 2020 school year:

**January 15, 2020
February 12, 2020
March 18, 2020
April 22, 2020
May 20, 2020
June 10, 2020**