

**MEETING  
BOARD OF DIRECTORS  
MARIN PUPIL TRANSPORTATION AGENCY**

**MINUTES  
September 10, 2024**

**BOARD MEMBERS PRESENT:**

Chris Carson (Ross Valley), Corbett Elsen (Tamalpais), Michael Ghebreghiabher (Kentfield), Chris Kim (Reed) & Bob Marcucci (San Rafael Elementary & High School Districts).

**BOARD MEMBERS ABSENT:**

Megan Atkins (Larkspur – Corte Madera), Gina Murphy – Garrett (Sausalito – Marin City), Paula Rigney (Mill Valley) & Carol Slender (Ross).

**STAFF PRESENT:**

Dennis Petri, Executive Director

**GUESTS:**

Christina Posedel, San Rafael City Schools Accounting Manager  
Stacey Tachiki, Marin County Office of Education Director of Special Education

**Note:** Stacey dropped by briefly before the meeting started to say she had a conflict and could not stay for the meeting. She asked Director Petri to let the Board know she did not have any changes or other messages to convey.

**I. CALL TO ORDER: (9:05 a.m.)**

Chairperson Bob Marcucci called the Board of Directors meeting to order at 9:05 a.m. in the Board of Trustees Room at San Rafael City Schools District Office. 310 Nova Albion Way in San Rafael.

**II. PUBLIC COMMENT: (9:05 a.m.)**

There were no public comments.

### **III. ACTION SESSION**

- 1. Review & Possible Action on the Agenda (9:06 a.m.):** – Members approved the Agenda as presented.  
**(M/Corbett Elsen, S/Chris Carson)**

**Vote by member:**

Aye: Carson, Elsen, Ghebregziabher, Kim, Marcucci for SRES D,  
Marcucci for SRHSD.  
Nay: No members  
Abstention: No members  
Absent: Atkins, Murphy-Garrett, Rigney, Slender.

- 2. Review and Possible Action on the 2023 – 2024 Bill Back Rebate to Member School Districts (9:06 a.m.):** -- Executive Director Petri explained that the rebate for the 2023 - 2024 fiscal year is **\$283,383**. Petri said the rebate is much higher than he hoped. The reason for this amount is due to revenues generated by transporting 30+ students for the Miller Creek School District.

Director Petri & Fiscal Agent Chris Posedel will monitor the current fiscal year's revenue stream closely to avoid such a large surplus – thereby reducing the amount of Bill Back figures that member school districts contribute to the MPTA. Petri reminded the Board of Directors that 50% of the rebate will be deducted from the Second and Third Quarter Invoices.

Members approved the 2023 – 2024 rebate of **\$283,383** as presented.  
**(M/Chris Carson, S/Corbett Elsen)**

**Vote by member:**

Aye: Carson, Elsen, Ghebregziabher, Kim, Marcucci for SRES D,  
Marcucci for SRHSD.  
Nay: No members  
Abstention: No members  
Absent: Atkins, Murphy-Garrett, Rigney, Slender.

- 3. Review and Possible Action on the Certification for Financial Reports for 2023 – 2024 (Unaudited Actuals) – (9:13 a.m.):** -- Chairperson Marcucci asked Fiscal Agent Accounting Manager (Chris Posedel) if she had any comments or information for the Board concerning the Unaudited Actuals. Chris said there were no issues or concerns when preparing this document.

Members did not have any questions. Members approved the Unaudited Actuals report as presented.

**(M/Corbett Elsen, S/Chris Kim)**

Aye: Carson, Elsen, Ghebregziabher, Kim, Marcucci for SRES D,  
Marcucci for SRHSD.

Nay: No members

Abstention: No members

Absent: Atkins, Murphy-Garrett, Rigney, Slender.

**4. Review and Possible Action on the Request for Proposal for**

**Transportation Contract Bid 2024-1 Documents – (9:15 a.m.):** -- Director Petri explained that the current Transportation Bid cycle will end at the close of the 2024-2025 school year. By law, we are required to submit a Request for Proposals for a new contract that could possibly run for a 10-year cycle. This new Transportation Contract will be effective in August 2025 (exact date to be determined).

Director Petri stated that the Transportation Bid documents were provided by our legal advisors – School & College Legal Services of California.

Members did not have any questions. Members approved the Request for Proposal for Transportation Contract Bid 2024-1 Documents as presented.

**(M/Chris Carson, S/Michael Ghebregziabher)**

Aye: Carson, Elsen, Ghebregziabher, Kim, Marcucci for SRES D,  
Marcucci for SRHSD.

Nay: No members

Abstention: No members

Absent: Atkins, Murphy-Garrett, Rigney, Slender.

**5. Review and Possible Action on Rate Adjustment for First Student, Inc. for**

**the 2024 – 2025 school year – (9:22 a.m.):** -- Director Petri stated that First Student, Inc. is requesting a Cost-of-Living increase of 3.24% as outlined in our current Transportation Contract.

Members did not have any questions. Members approved the Rate Adjustment of 3.24% for First Student, Inc. effective September 1, 2024.

**(M/Corbett Elsen, S/Chris Kim)**

Aye: Carson, Elsen, Ghebregziabher, Kim, Marcucci for SRES D,  
Marcucci for SRHSD.

Nay: No members

Abstention: No members

Absent: Atkins, Murphy-Garrett, Rigney, Slender.



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 – (9:24 a.m.):** Director Petri stated that this is the standard agreement we have with this agency. Generally, our legal needs are few, but this fiscal year we are projecting higher than normal costs due to the Transportation Contract process as well as the Executive Director recruitment process.

Members did not have any questions. Members approved the Agreement with School & College Legal Services of California to remain as a “billable client” as presented.

**(M/Corbett Elsen, S/Chris Carson)**

Aye: Carson, Elsen, Ghebregziabher, Kim, Marcucci for SRES, D,  
Marcucci for SRHSD.

Nay: No members

Abstention: No members

Absent: Atkins, Murphy-Garrett, Rigney, Slender.

#### **IV. CONSENT AGENDA (9:25 a.m.)**

**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.**

**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.

**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.

**CA-4. Possible Action on the Financial Documents as follows:**

- 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.**
- 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.**
- 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.**
- d. Possible Action on the Purchase Orders for Fiscal Year 2024 – 2025.

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

- 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.**

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

Chairperson Marcucci introduced the Consent Agenda. There were no questions from the Board of Directors, so Chairperson Marcucci asked for a Motion to approve the Consent Agenda as presented. After receiving the Motion, the Board approved the Consent Agenda as presented.

**(M/Chris Carson, S/Michael Ghebregziabher)**

Aye: Carson, Elsen, Ghebregziabher, Kim, Marcucci for SRES, Marcucci for SRHSD.

Nay: No members

Abstention: No members

Absent: Atkins, Murphy-Garrett, Rigney, Slender.

**V. DISCUSSION / INFORMATION ITEMS**

**1. TIME CERTAIN – Scheduled for 9:20 a.m.**

**Time Certain – Transportation Issues & Discussion:** - This time is set aside for discussion with representative(s) of the Marin County Office of Education.

**Note:** Stacey dropped by briefly before the meeting started to say she had a conflict and could not stay for the meeting. She asked Director Petri to let the Board know she did not have any changes or other messages to convey.

**2. Executive Director's Report (9:28 a.m.):**

- a. General Information on the 2024 Extended School Year (ESY) operations.
- b. MPTA School Bus Routes for 2024 / 2025. Status to date.
- c. Follow-up to Requests for Information from the Board of Directors at our June 4, 2024 meeting.

Please see **Attachment A** for information shared with the Board.

**3. Future agenda items requested by Board members (9:35 a.m.)**

No specific items for future agendas were requested.

**4. Reminder of next meeting date (9:38 a.m.)**

October 8, 2024

**VI. CLOSED SESSION (9:40 a.m.)**

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

**VII. OPEN SESSION (9:49 a.m.)**

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

Chairperson Marcucci noted that there were not any reportable actions from the Closed Session discussions.

**VIII. ADJOURNMENT (9:50 a.m.)**

**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](mailto: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.