

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

**MINUTES  
September 15, 2023**

**BOARD MEMBERS PRESENT:**

Chris Carson (Ross Valley), Corbett Elsen (Tamalpais) – 9:20 a.m. via phone,  
Bob Marcucci (San Rafael Elementary & High School Districts), Michele Rollins  
(Mill Valley) & Carol Slender (Ross).

**BOARD MEMBERS ABSENT:**

Megan Atkins (Larkspur – Corte Madera), Carlos Estrella (Reed), Michael  
Ghebregziabher (Kentfield) & Gina Murphy – Garrett (Sausalito – Marin City).

**STAFF PRESENT:**

Dennis Petri, Executive Director

**GUESTS:**

Taiwo Madison, San Rafael City Schools Director of Fiscal Services  
Christina Posedel, San Rafael City Schools Accounting Manager

**Note: While waiting for a quorum – and in the interest of time – the Chairperson  
decided to review the non-action items as follows:**

**V. DISCUSSION / INFORMATION ITEMS**

**1. TIME CERTAIN – Scheduled for 9:20 a.m.  
(Actual time was 9:06 a.m.)**

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

Stacey Tachiki, Director of Special Education, was unable to attend. However, she asked Dennis to share the following information:

- a. The classroom at Venetia Valley School closed as of September 14, 2023. This action was necessary as the teacher quit and there were ongoing staffing difficulties.
- b. The five (5) students we transported to this classroom, are now assigned as follows:

**From the Kentfield School District:** 1 student to Olive School in Novato. 1 student to Strawberry Point School in Mill Valley.

**From the San Rafael Elementary School District:** 2 students to Edna Maguire School in Mill Valley (though 1 student is not currently using transportation).

**From the Miller Creek School District – which we help transport:** 1 student is moving to Edna Maguire School in Mill Valley as well.

**2. Executive Director’s Report (9:07 a.m.):**

- a. General Information on the 2023 Extended School Year (ESY) operations.

Executive Director Petri reviewed the number of students transport for the Extended School Year (ESY) session (190), schools served (23), and bus routes operated (26). Petri noted that the ESY session operated fairly smoothly.

- b. MPTA School Bus Routes for 2023/2024: Status of service to date.

Petri informed the Board that he created 24 school bus routes to transport our students. First Student was not able to cover 12 of those routes. The 12 “open routes” will be subcontracted to First Student’s new “sister” company, FIRStalt. FIRStalt uses cars and vans to transport students.

The first 2 weeks of the new school year were incredibly hectic. Petri is working with First Student and FIRStalt to ensure smoother, better service for our students, families and school staff.

- c. Revised Meeting Calendar for the 2023/2024 school year.

Executive Director Petri noted that the revised calendar for our Board of Directors meetings was attached to the agenda. The only change was for today’s meeting to ensure the Unaudited Actuals are reviewed and approved to meet the due date from the Marin County Office of Education (MCOE).

**3. Future agenda items requested by Board members (9:18 a.m.)**

a. Chairperson Rollins directed the Executive Director to draft a letter to FIRStalt on the Board's concerns for the chaotic start of the new school year.

b. Chairperson Rollins also asked that the Consumer Price Index (CPI) approval of 2.88% increase for First Student's rate schedule be placed on the next meeting's agenda for review and action.

**4. Reminder of next meeting date (9:19 a.m.)**

October 17, 2023

**Note: At the conclusion of the Discussion Items, we contacted Corbett Elsen (Tamalpais) who was able to join us via phone (9:20 a.m.). This addition ensured our quorum for Action Items.**

**I. CALL TO ORDER: (9:20 a.m.)**

Chairperson Michele Rollins called the Board of Directors meeting to order at 9:20 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: (9:20 a.m.)**

There were no public comments.

**III. ACTION SESSION**

**1. Review & Possible Action on the Agenda (9:20 a.m.):** – Members approved the Agenda as presented.

**(M/Bob Marcucci, S/Carol Slender)**

**Vote by member:**

Aye: Carson, Elsen, Marcucci for SRES, Marcucci for SRHSD, Rollins, Slender

Nay: No members

Abstention: No members

Absent: Atkins, Estrella, Ghebregziabher, Murphy-Garrett

2. **Review and Possible Action on the 2022 – 2023 Bill Back Rebate to Member School Districts (9:21 a.m.):** -- Executive Director Petri explained that the 2022 - 2023 fiscal year ended with a negative balance of **\$3,424.17**. Petri said this was due to the large decrease of transportation projections taken at the First Interim Reporting Period. Petri said this negative balance would be covered by our reserve funds.

Chairperson Rollins made a motion to approve the information provided above, but with the direction of charging member district's their share of the negative balance of **\$3,424.17** instead of using reserve funds.

Members approved the motion as presented by Chairperson Rollins.

**(M/Michele Rollins, S/Corbett Elsen)**

**Vote by member:**

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

3. **Review and Possible Action on the Certification for Financial Reports for 2022 – 2023 (Unaudited Actuals) – (9:25 a.m.):** -- Chairperson Rollins asked our Fiscal Agent (Bob Marcucci) if he had any comments or information for the Board concerning the Unaudited Actuals. Bob and Chris Posedel (Accounting Manager for San Rafael City Schools) both 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/Chris Carson, S/Carol Slender)**

**Vote by member:**

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

**IV. CONSENT AGENDA (9:27 a.m.):**

**CA-1. Possible Action on the Minutes of the June 6, 2023, Board Meeting.**

**CA-2. Possible Action on the Financial Documents as follows:**

- a. Possible Action on the vendor warrants paid for the period of June 1, 2023, through June 30, 2023, in the amount of **\$743,992.56.**
- b. Possible Action on the vendor warrants paid for the period of July 1, 2023, through July 31, 2023, in the amount of **\$203,610.41.**
- c. Possible Action on the vendor warrants paid for the period of August 1, 2023, through August 31, 2023, in the amount of **\$209,365.87.**
- d. Possible Action on the Purchase Orders for Fiscal Year 2023 – 2024.

**CA-3. Possible Action on Potential Reimbursement Information for member school districts as follows:**

- a. May 2023 in the amount of **\$735.68.**
- b. June 2023 – Regular School Year – in the amount of **\$236.17.**
- c. June 2023 – Extended School Year – in the amount of **\$455.62.**
- d. Potential Reimbursement Fund Totals for 2022 - 2023: **\$7,005.69.**

**CA-4. Possible Action on the Monthly Student Count Tally Sheets as follows:**

- a. June 2023 (Regular & Extended School Year)
- b. July 2023 (Extended School Year)
- c. August 2023

**CA-5. Possible Action on the Spreadsheets of Students Listed by School of Attendance.**

- a. June 2023
- b. June 2023 (Extended School Year)
- c. July 2023 (Extended School Year)
- d. August 2023

**CA-6. Acknowledge & Accept a Public Information request from Transparent California received on July 5, 2023. This agency is requesting a copy of the MPTA's Employee Compensation Report for the 2021 - 2022 fiscal year.**

**CA-7. Acknowledge & Accept a Public Information request from Freedom Foundation received on July 15, 2023. This agency is requesting a record of all employees working for the MPTA.**

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

**(M/Bob Marcucci, S/Carol Slender)**

**Vote by member:**

Aye: Carson, Elsen, Marcucci for SRES D, Marcucci for SRHSD, Rollins, Slender

Nay: No members

Abstention: No members

Absent: Atkins, Estrella, Ghebregziabher, Murphy-Garrett

**VI. ADJOURNMENT: 9:29 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.