

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

<https://marinpupiltransportationagency.org/>

**Tuesday, December 12, 2023  
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 68)**

- 1. Review and Possible Action on the Agenda. (Pages 1 to 5)**
- 2. Review and Possible Action on the Audit of Financial Statements: --**  
Approve audit by Nigro & Nigro, PC of financial statements for the year ended June 30, 2023. \*  
**(Page 6 + Separate file)**  
**Note: The audit report should be available Monday, December 11, 2023.**
- 3. Review and Possible Action on Budget Revisions: --** Approve revisions to the 2023 – 2024 budget and bill back figures. \*  
**(Pages 7 to 10)**
- 4. Review and Possible Action on the First Period Interim Report: --**  
Approve 2023 – 2024 First Period Interim Report.  
**Note:** Multi-Year projections are on Page 12. \*  
**(Pages 11 to 64)**
- 5. Review and Possible Action on Rate Adjustment for First Student, Inc. for the 2023 – 2024 school year:** Approve a proposed rate increase of 2.88% that is effective September 1, 2023. \*  
**(Pages 65 to 67)**
- 6. Review and Possible Action on Increasing Transportation Charges for Students Attending the Irene Hunt School of Marin:** Proposed increases would be effective July 1, 2024. \*  
**(Page 68)**

### **IV. CONSENT AGENDA (Pages 69 to 116)**

**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 September 15, 2023 Board Meeting.**  
**(Pages 71 to 76)**

**CA-2. Possible Action on the letter received from the Marin County Office of Education on acceptance of the 2023 – 2024 Adopted Budget.** Letter dated September 15, 2023. \*  
**(Pages 77 to 79)**

- CA-3. Possible Action on the letter received from the Marin County Office of Education on acceptance of the 2023 – 2024 Unaudited Actuals.**  
Letter dated October 16, 2023. \*  
**(Pages 80 & 81)**
- CA-4. Possible Action on a legal update from School & College Legal Services of California. The Update concerns “Responding to a First Amendment Audit.”** This information was dated September 13, 2023. \*  
**(Pages 82 to 86)**
- CA-5. Possible Action on a Fiscal Report from School Services of California. The Report is titled, “What Would SB 88 Do?”** This information was dated September 27, 2023. \*  
**(Pages 87 to 89)**
- CA-6. Possible Action on Perseus Associates’ “Master Software and Hosting Agreement for TransTraks Software. Agreement is effective July 1, 2023 through June 30, 2026.”** \*  
**(Pages 90 to 96)**
- CA-7. Possible Action on the Financial Documents as follows: \***  
**(Pages 97 to 110)**
- a. Approve vendor warrants paid for the period of September 1, 2023 through September 30, 2023 in the amount of **\$199,687.60.** \*  
**(Pages 97 to 100)**
- b. Approve vendor warrants paid for the period of October 1, 2023 through October 31, 2023 in the amount of **\$126,124.75.** \*  
**(Pages 101 to 105)**
- c. Approve vendor warrants paid for the period of November 1, 2023 through November 30, 2023 in the amount of **\$720,251.83.** \*  
**(Pages 106 to 110)**
- CA-8. Possible Action on the Monthly Student Count Tally Sheets as follows: \* (Pages 111 to 113)**
- a. September 2023  
b. October 2023  
c. November 2023
- CA-9. Possible Action on the Students Listed by School of Attendance Information. \* (Pages 114 to 116)**
- a. September 2023  
b. October 2023  
c. November 2023

V. **DISCUSSION / INFORMATION ITEMS (Pages 117 & 118)**

1. **Time Certain – 9:20 a.m.**

**Transportation Issues & Discussion \* (Page 117)**

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. \* (Page 118)**

a. First Student’s service to date report.

b. The Executive Director is attending a workshop presented by School & College Legal Services of California. The workshop is scheduled for December 7, 2023. “Drafting a Legally Complaint Board Meeting Agenda.”

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

4. **Reminder of next meeting date.**

January 23, 2024

**Note: ALL MPTA Meetings are In-Person only.**

VI. **ADJOURNMENT**

\* -- Items followed by attachment.

\*\* -- Items to b, e distributed at meeting.

**Scheduled meetings for the balance of the 2023 / 2024 school year:**

**January 23, 2024**

**February 13, 2024**

**March 12, 2024**

**April 16, 2024**

**May 14, 2024**

**June 4, 2024**

**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.