

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

**MINUTES  
March 10, 2021**

**Special Note:** Meeting was held via Zoom Video Conference.

**BOARD MEMBERS PRESENT:**

Chris Carson (Ross Valley), Robert Clark (Sausalito – Marin City), Corbett Elsen (Tamalpais), Carlos Estrella – 8:19 a.m. (Reed), Robert Marcucci (San Rafael Elementary & High School Districts), Paula Rigney (Larkspur – Corte Madera), Michele Rollins (Mill Valley), Kirsten Starsiak (Kentfield) & Carol Slender (Ross).

**BOARD MEMBERS ABSENT:**

None.

**STAFF PRESENT:**

Dennis Petri, Executive Director

**GUESTS:**

Kristi Dahlstrom (8:31 a.m.), Marin County Office of Education Special  
Education Department Director  
Christina Posedel, San Rafael City Schools Accounting Manager

**I. CALL TO ORDER (8:17 a.m.):**

Chairperson Michele Rollins called the Board of Directors meeting to order at 8:17 a.m. This Board of Directors Meeting was held via Zoom Video Conference.

**II. PUBLIC COMMENT: (8:17 a.m.)**

There were no public comments.

### **III. ACTION SESSION**

1. **Review & Possible Action on the Agenda (8:18 a.m.):** – Members approved the Agenda as presented.

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

**Vote by member:**

Aye: Carson, Clark, Elsen, Estrella, Marcucci for SRES, Marcucci for SRHSD, Rigney, Rollins, Slender, Starsiak  
Nay: No members  
Abstention: No members  
Absent: No members

**Note:** Vice Chairperson Carlos Estrella (Reed) joined the meeting as Action Session Item #1 was under review.

2. **Review and Possible Action on Proposed Budget & Bill Back Revisions (8:20 a.m.):** -- Dennis reviewed the reductions made to the Budget and Bill Back figures. There were no questions from the Board.

Members approved the Revisions to the Budget & Bill Back figures as presented.  
**(M/Corbett Elsen, S/Carol Slender)**

**Vote by member:**

Aye: Carson, Clark, Elsen, Estrella, Marcucci for SRES, Marcucci for SRHSD, Rigney, Rollins, Slender, Starsiak  
Nay: No members  
Abstention: No members  
Absent: No members

3. **Review and Possible Action on the Second Period Interim Report (8:21 a.m.):**  
-- Chairperson Rollins asked Dennis to introduce the topic comparing this fiscal year to pre-pandemic school years. Dennis noted this year we are operating 24 school bus routes with 50 less students than normal. With COVID-19 protocols and precautions, we are operating 2 additional school bus routes beyond what would regularly be required. During the pre-pandemic school years, we normally operated 27 bus routes.

Bob Marcucci & Chris Posedel reviewed the Second Interim Report and multi-year projections for the Board. Board Secretary Elsen asked what the COLA is? Dennis noted 13% for this fiscal year; maximum COLA increase of 3.5% for the next 4 school years based on our agreement with First Student.

Board Secretary Elsen also asked what the budget development timeline is? Dennis responded the Budget & Bill Back figures will be updated after the April student counts. The initially proposed Budget for 2021 / 2022 will be presented at the April & May Board meetings. The final proposed Budget will be on the June agenda for action.

There were no additional questions, so Chairperson Rollins asked for a Motion to approve the Second Period Interim Report as presented.

**(M/ Corbett Elsen, S/Paula Rigney)**

**Vote by member:**

Aye: Carson, Clark, Elsen, Estrella, Marcucci for SRES, Marcucci for SRHSD, Rigney, Rollins, Slender, Starsiak  
Nay: No members  
Abstention: No members  
Absent: No members

**Note:** Guest Kristi Dahlstrom (Director of Special Education for the Marin County Office of Education) joined the meeting at 8:31 a.m. as Action Session Item #3 was under discussion.

**IV. CONSENT AGENDA (8:32 a.m.):**

**CA-1. Acknowledge & Accept the Minutes of December 9, 2020 Board Meeting.**

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/Chris Carson, S/Robert Marcucci)**

**Vote by member:**

Aye: Carson, Clark, Elsen, Estrella, Marcucci for SRES, Marcucci for SRHSD, Rigney, Rollins, Slender, Starsiak  
Nay: No members  
Abstention: No members  
Absent: No members



## V. DISCUSSION / INFORMATION ITEMS

The Time Certain agenda item was not scheduled for this month. However, guest Kristi Dahlstrom joined the meeting in case any members had questions.

Kristi presented the following information to the Board of Directors:

- a. The Marin County Office of Education is currently planning the Extended School Year session on pre-pandemic levels. Program details will be discussed with Dennis and other transportation supervisors as they are developed.
- b. Board Secretary Elsen asked Dennis if he was aware of any program expansions? Dennis was not. Kristi said any program expansions are still in the proposal stage and no firm decisions have been made yet.

This discussion ended at 8:34 a.m. The Board thanked Kristi for her attendance and input.

### 1. **Executive Director's Report (8:35 a.m. to 8:40 a.m.):**

**a. MPTA Procedure Guidelines: Table of Contents (8:35 a.m.):** -- Dennis informed the Board that these guidelines were developed to assist any future MPTA administrators with the unique duties and responsibilities of the position. Procedures include step-by-step instructions and relevant examples for completing each task.

**b. Vaccination List for Transportation Providers used by the MPTA (8:37 a.m.):** -- Dennis said he was asked by the Superintendent of the Marin County Office of Education to oversee the COVID-19 Vaccination plan for any school bus drivers or other transportation personnel responsible for transporting students under our purview. All drivers – 63 in total – have been notified of their eligibility to schedule vaccine appointments and most have already received their first shot.

### 2. **First look at the proposed 2021 – 2022 Budget & Bill Back Spreadsheets (8:39 a.m.):** -- Dennis explained that this information – which is normally presented at our January Board of Directors' meeting – was emailed to the Board in January since we did not hold our regular meeting. This information will be updated after the April student count procedures.

**a. Initial email sent January 20, 2021 since our January Board Meeting was cancelled.**

**b. Initial proposed budget for 2021 – 2022.**

**c. Initial proposed bill back figures for 2021 – 2022.**

3. **Future agenda items requested by Board members (8:40 a.m.):** -- Board Treasurer Kirsten Starsiak announced she is leaving her position at the Kentfield School District as of March 31, 2021. In the interim, Midge Hoffman will be serving as Kentfield's Chief Business Official until a replacement is found.

The Board thanked Kirsten for her work and expressed good wishes for the future.

Chairperson Rollins asked Dennis to place the open Board of Directors officer position (Treasurer) on the next agenda for the Board's consideration.

4. **Reminder of next meeting date.**  
April 21, 2021

VI. **ADJOURNMENT:** 8:42 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.