

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

**MINUTES
March 9, 2022**

Special Note: Meeting was held via Zoom Video Conference.

BOARD MEMBERS PRESENT:

Corbett Elsen (Tamalpais), Carlos Estrella (Reed), Robert Marcucci (San Rafael Elementary & High School Districts), Paula Rigney (Larkspur – Corte Madera), Michele Rollins (Mill Valley), Carol Slender (Ross) & Kirsten Starsiak (Kentfield)

BOARD MEMBERS ABSENT:

Chris Carson (Ross Valley) & Jaime Mata (Sausalito – Marin City)

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 (8:18 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: (8:18 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/Bob Marcucci)

Vote by member:

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

- 2. Review and Possible Action on Proposed Budget & Bill Back Revisions (8:19 a.m.):** -- Director Petri 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: Elsen, Estrella, Marcucci for SRES, Marcucci for SRHSD,
Rigney, Rollins, Slender, Starsiak
Nay: No members
Abstention: No members
Absent: Carson & Mata

- 3. Review and Possible Action on the Second Period Interim Report (8:20 a.m.):** -- Chairperson Rollins asked Fiscal Agents Bob Marcucci & Chris Posedel to review the Second Interim Report and multi-year projections for the Board. Both Marcucci and Posedel said there were no issues or problems when preparing this report.

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

(M/Kirsten Starsiak, S/Carlos Estrella)

Vote by member:

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

IV. CONSENT AGENDA (8:22 a.m. to 8:25 a.m.):

- CA-1. Acknowledge & Accept the Minutes of December 15, 2021 Board Meeting.**
- CA-2. Acknowledge & Accept letter from Nigro & Nigro, PC detailing any “Significant Audit Matters” encountered during the fiscal year 2020-2021 audit reporting period. Letter dated January 7, 2022.**
- CA-3. Acknowledge & Accept a letter from the Marin County Office of Education approving the MPTA’s First Interim Reporting Period Report. Letter dated January 14, 2022.**
- CA-4. Acknowledge & Accept Financial Documents as follows:**
- a. Approve vendor warrants paid for the period of December 1, 2021 through December 31, 2021 in the amount of \$340,814.66.**
 - b. Approve vendor warrants paid for the period of January 1, 2022 through January 31, 2022 in the amount of \$211,564.11.**
- CA-5. Acknowledge & Accept Potential Reimbursement Information for member school districts as follows:**
- a. December 2021 in the amount of \$376.20.**
 - b. January 2022 in the amount of \$558.03.**
 - c. Potential Reimbursement Fund Totals to Date: \$3,559.25.**
- CA-6. Acknowledge & Accept Monthly Student Count Tally Sheets as follows:**
- a. December 2021**
 - b. January 2022**
 - c. February 2022**
- CA-7. Acknowledge & Accept Spreadsheets of Students Listed by School of Attendance.**
- a. December 2021**
 - b. January 2022**
 - c. February 2022**

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/Corbett Elsen, S/Carlos Estrella)

Vote by member:

Aye: Elsen, Estrella, Marcucci for SRES, Marcucci for SRHS,
Rigney, Rollins, Slender, Starsiak
Nay: No members
Abstention: No members
Absent: Carson & Mata

V. DISCUSSION / INFORMATION ITEMS

Note: We were running a little early for the Time Certain topic and the speaker was not present yet, so Chairperson Rollins asked Executive Director Petri to start with his report.

2. Executive Director's Report.

a. First Student's Performance - Late and/or Missed Trips

(8:26 a.m.): -- Director Petri reviewed the information provided for this Agenda item concerning First Student's performance. Members had a couple of questions on details, communication, and providing service in our area.

b. Reminder for submitting Form 700 to MPTA (8:29 a.m.): --

Director Petri asked those Board of Directors members who have not submitted a copy of their Form 700 to the MPTA, to do so soon. To date we have received forms from four (4) 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 Discussion – Information Item #2 was under discussion.

1. Time Certain – Transportation Issues & Discussion (8:31 a.m.):

Kristi presented the following information to the Board of Directors:

- a. The Marin County Office of Education is currently planning the upcoming Extended School Year (ESY) session. Due to onsite construction this summer, the MCOE classrooms located at Hamilton, Lu Sutton and Olive Schools in Novato will relocate to the Compass Academy campus (also in Novato).
- b. ESY program details will be discussed with Director Petri and other transportation supervisors as they are developed.
- c. Kristi said the ESY program will be offered for one (1) additional week this year as they did last summer to mitigate learning loss. Programs will be five (5) & seven (7) weeks long.
- d. Board Secretary Elsen stated the Tamalpais Union High School District will be offering ESY programs for some of their classroom programs. At this time, we are not sure if transportation through MPTA will be offered.

This discussion ended at 8:38 a.m. The Board thanked Kristi for her attendance and input.

3. First look at the proposed 2022 – 2023 Budget & Bill Back Spreadsheets (8:39 a.m.):

- a. Initial email sent February 2, 2022 since our January Board Meeting was cancelled.
- b. Initial proposed budget for 2022 – 2023.
- c. Initial proposed bill back figures for 2022 – 2023.

Director Petri reminded the Board that the Proposed Budget & Bill Back Spreadsheets for the 2022 – 2023 school year will be updated after the April student counts. Updated spreadsheets should be available at the end of April, 2022 for the Board's planning purposes for their individual school districts.

4. Standing Item: Discussion on California Senate Bill 328 concerning school start times for Middle School & High School programs (8:41 a.m.):

Chairperson Rollins stated that the Mill Valley School District will be adjusting school bell times for the start of the 2022 – 2023 school year. Elementary schools will start the day at 8:15 a.m.; their Middle School will start at 8:35 a.m.

5. Future agenda items requested by Board members.

No future agenda items were requested by Board members.

6. Reminder of next meeting date.

April 20, 2022

VI. ADJOURNMENT: 8:46 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 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.