

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

**MINUTES
December 13, 2022**

BOARD MEMBERS PRESENT:

Chris Carson (Ross Valley), Carlos Estrella (Reed), Bob Marcucci (San Rafael Elementary & High School Districts), Paula Rigney (Larkspur – Corte Madera) & Michele Rollins (Mill Valley).

BOARD MEMBERS ABSENT:

Corbett Elsen (Tamalpais), Itoco Garcia (Sausalito – Marin City), Raquel Rose (Kentfield) & Carol Slender (Ross).

STAFF PRESENT:

Dennis Petri, Executive Director

GUESTS:

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

I. CALL TO ORDER: (9:01 a.m.)

Chairperson Michele Rollins called the Board of Directors meeting to order at 9:01 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: (9:01 a.m.)

There were no public comments.

III. ACTION SESSION

1. **Review & Possible Action on the Agenda (9:01 a.m.):** – Members approved the Agenda as presented.

(M/Carlos Estrella, S/Bob Marcucci)

Vote by member:

Aye: Carson, Estrella, Marcucci for SRES D, Marcucci for SRHSD,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Elsen, Garcia, Rose, Slender

2. **Review and Possible Action on the Audit of Financial Statements (9:02 a.m.):**
-- Fiscal Agents Bob Marcucci & Christina Posedel stated the Audit Firm of Nigro & Nigro, PC found no problems completing the financial statements for the year ended June 30, 2022. Members approved the Audit of the 2021/2022 financial statements as presented.

(M/Carlos Estrella, S/Michele Rollins)

Vote by member:

Aye: Carson, Estrella, Marcucci for SRES D, Marcucci for SRHSD,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Elsen, Garcia, Rose, Slender

3. **Review and Possible Action on Budget Revisions (9:03 a.m.):** -- Executive Director Petri said the only changes made to the budget were reducing projected transportation costs by **\$274,621** and reducing projected Bill Back figures by **\$272,100**. Members approved changes to the Budget and Bill Back figures as presented.

(M/Bob Marcucci, S/Chris Carson)

Vote by member:

Aye: Carson, Estrella, Marcucci for SRES D, Marcucci for SRHSD,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Elsen, Garcia, Rose, Slender

4. **Review and Possible Action on the First Period Interim Report (9:03 a.m.): --**
Fiscal Agent Christina Posedel stated the only changes to the 2022/2023 First Period Interim Report were based on the Budget Changes started under Action Session #3 (above).

Members did not have any questions. The Board of Directors approved the 2022/2023 First Interim Report as presented.

(M/Chris Carson, S/Paula Rigney)

Vote by member:

Aye: Carson, Estrella, Marcucci for SRES, Marcucci for SRHS,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Elsen, Garcia, Rose, Slender

IV. CONSENT AGENDA (9:04 a.m.):

CA-1. Possible Action on the Minutes of September 13, 2022 Board Meeting.

CA-2. Possible Action on the letter received from the Marin County Office of Education on acceptance of the 2022 – 2023 Adopted Budget.

CA-3. Possible Action on the letter received from the Marin County Office of Education on acceptance of the 2021 – 2022 Unaudited Actuals.

CA-4. Possible Action on a legal update from Atkinson, Andelson, Loya, Ruud & Romo (received through MCOE's Business Department). The Update concerns AB 2449: "New Brown Act Rules for a Zoom-Friendly World." This information was dated September 16, 2022

CA-5. Possible Action on the Financial Documents as follows:

- a. Approve vendor warrants paid for the period of September 1, 2022 through September 30, 2022 in the amount of **\$209,545.41.**
- b. Approve vendor warrants paid for the period of October 1, 2022 through October 31, 2022 in the amount of **\$123,469.00.**
- c. Approve vendor warrants paid for the period of November 1, 2022 through November 30, 2022 in the amount of **\$669,651.18.**

CA-6. Possible Action on the Reimbursement Information for member school districts as follows:

- a. August 2022 in the amount of **\$376.20.**
- b. September 2022 in the amount of **\$702.24.**
- c. October 2022 in the amount of **\$672.98.**
- d. Potential Reimbursement Fund Totals to Date: **\$2,257.21.**

CA-7. Possible Action on the Monthly Student Count Tally Sheets as follows:

- a. September 2022
- b. October 2022
- c. November 2022

CA-8. Possible Action on the Students Listed by School of Attendance Information.

- a. September 2022
- b. October 2022
- c. November 2022

CA-9. Possible Action on a later meeting date for our January 2023 meeting. Date is now January 24, 2023 (due to no meeting room availability on the original meeting date of January 17).

CA-10. Possible Action on the following Legal Updates received from School & College Legal Services of California:

- a. New Open Meeting Requirements – Effective January 1, 2023. Memo No. 20-2022. Memo dated September 30, 2022.
- b. Juneteenth Added as Mandatory Holiday – Memo No. 21-2022. Memo dated September 30, 2022.
- c. Mandatory Employee Trainings – Memo No. 22-2022. Memo dated September 30, 2022.
- d. Expiration date for Supplemental Paid Sick Leave extended to December 31, 2022 (AB 152). Memo No. 23-2022. Memo dated October 4, 2022.
- e. Local Educational Agencies Must Soon Provide Ethics Training to “Local Agency Officials.” Memo No. 24-2022. Memo dated October 11, 2022.
- f. 2022 Governing Board Elections and Organizational Meetings and Frequently Asked Questions. Memo No. 25-2022. Memo dated October 13, 2022.
- g. Frequently Asked Questions Regarding Political Activities for Local Educational Agencies, Employees, and Candidates. Memo No. 26-2022. Memo dated October 20, 2022.
- h. SB 1016 – Special Education: Eligibility: Fetal Alcohol Spectrum Disorder. Memo No. 27-2022. Memo dated October 24, 2022.
- i. Updated Brown Act Virtual Meeting Requirements (AB 2449). Memo No. 28-2022. Memo dated November 8, 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/Michele Rollins, S/Bob Marcucci)

Vote by member:

Aye: Carson, Estrella, Marcucci for SRES, Marcucci for SRHS,
Rigney, Rollins
Nay: No members
Abstention: No members
Absent: Elsen, Garcia, Rose, Slender

V. DISCUSSION / INFORMATION ITEMS

1. TIME CERTAIN – Scheduled for 9:20 a.m.
(Actual time was 9:07 a.m. to 9:10 a.m.)

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

This month, Stacey Tachiki, Director of Special Education, shared the following information:

a. Tentative dates for the 2023 Extended School Year (ESY) session are set for 4 & 6 week periods as follows:

1. Marindale EI Programs: June 12 to July 7 or July 21 (depending on student needs).

2. All other MCOE programs are scheduled for June 20 to July 14 or July 28.

b. The Marindale EI Program is scheduled earlier than the other programs as the building complex will be painted next summer. Staff need 3 weeks to complete the painting project before the start of the 2023/2024 school year.

c. All MCOE programs will start observing the Juneteenth Holiday on June 19, 2023.

The Board did not have any further questions for Stacey. They thanked Stacey for taking the time to meet with the Board of Directors with this information.

2. Executive Director's Report (9:10 a.m. to 9:25 a.m.):

a. First Student's service to date report.

1. Driver wage scale as of October 10, 2022.

First Student's wage scale for drivers increased by 5% once the MPTA Board of Directors approved the increase that was requested by First Student. Executive Director Petri said the service provided by First Student (and by their subcontractor RIDS BROTHERS) is operating fairly smoothly.

2. Nancy Klein, Attorney with School & College Legal Services of California, to retire effective December 31, 2022.

Executive Director Petri noted that in Ms. Klein's retirement announcement, she referred us to Associate Counsel Jennifer Ozalp for any future legal assistance.

3. Future agenda items requested by Board members.

There were no future agenda items requested at this time.

4. Reminder of next meeting date.

January 24, 2023

VI. CLOSED SESSION: (9:37 a.m. to 9:51 a.m.)

1. Public Employee Performance Evaluation (Govt. Code sec. 54957)
Title: Executive Director

2. Conference with Labor Negotiators (Govt. Code sec. 54957.6)
Unrepresented Employee: Executive Director
Agency Designated Representative: Michele Rollins,
Chairperson of the Board of Directors

3. Public Employment / Appointment (Govt. Code sec. 54957)
Title: Executive Director

VII. OPEN SESSION (9:51 a.m.)

- 1. Report of Reportable Closed Session Action, if any.**
- 2. Oral Recommendation Regarding Proposed Salary and/or Fringe Benefits (Executive Director)**

Chairperson Rollins announced that the Board of Directors have agreed that for the 2023/2024 fiscal year the Executive Director's salary will be increased by 5.38% from the current rate. For the 2024/2025 fiscal year the Board agreed to an additional 4.02% increase to Petri's salary.

Chairperson Rollins directed Executive Director Petri to place this information on the Consent Agenda of our next Board of Directors meeting for final approval.

- 3. Discussion and Possible Approval of Employment Contract for Executive Director through June 30, 2025**

VIII. ADJOURNMENT: 9:53 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.