

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

<https://marinpupiltransportationagency.org/>

**Tuesday, February 14, 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

- 1. Review and Possible Action on the Agenda.
(Pages 1 to 5)**
- 2. Review and Possible Action on Selection of Nigro & Nigro, PC as our auditing firm for fiscal years ending June 30, 2023, 2024, and 2025. *
(Pages 6 to 14)**
- 3. Review and Possible Action on First Student's request to increase the COLA from 5.0% to 6.0%. *
(Pages 15 to 19)**
 - a. Copy of Second Amendment to Special Education Transportation Contract between the Marin Pupil Transportation Agency and First Student, Inc.**
- 4. Review and Possible Action on Memorandum of Understanding with Marin SELPA to transport one (1) NPS/LCI student from Marin City to/from a Non-Public School (the Irene Hunt School of Marin) for the balance of the 2022/2023 school year. *
(Pages 20 to 23)**

IV. CONSENT AGENDA (Pages 24 to 65)

- CA-1. Possible Action on the Minutes of December 13, 2022 Board Meeting.
(Pages 26 to 32)**
- CA-2. Possible Action on a letter from Nigro & Nigro, PC detailing any "Significant Audit Matters" encountered during the fiscal year 2020-2021 audit reporting period. Letter dated December 9, 2022. *
(Pages 33 & 34)**
- CA-3. Possible Action on a letter from the Marin County Office of Education approving the MPTA's First Interim Reporting Period Report. Letter dated January 17, 2023. *
(Pages 35 & 36)**
- CA-4. Possible Action on a letter from the Betty T. Yee, California State Controller on "Local Education Agencies Audit Advisory for Fiscal Year 2021-2022". Letter dated November 29, 2022 but not received until December 29, 2022. *
(Page 37)**

CA-5. Possible Action on Extending the Contract for the Employment of Executive Director (2023-2024 to 2024-2025). *
(Pages 38 to 44)

CA-6. Possible Action on Financial Documents as follows: *
(Pages 45 to 52)

a. Approve vendor warrants paid for the period of December 1, 2022 through December 31, 2022 in the amount of **\$107,832.32. ***
(Pages 45 to 47)

b. Approve vendor warrants paid for the period of January 1, 2023 through January 31, 2023 in the amount of **\$249,219.98. ***
(Pages 48 to 52)

CA-7. Possible Action on Potential Reimbursement Information for member school districts as follows: *
(Pages 53 to 61)

a. November 2022 in the amount of **\$535.04.**

b. December 2022 in the amount of **\$403.37.**

c. January 2023 in the amount of **\$645.81.**

d. Potential Reimbursement Fund Totals to Date: **\$3,841.41.**

CA-8. Acknowledge & Accept Monthly Student Count Tally Sheets as follows: *
(Pages 62 & 63)

a. December 2022

b. January 2023

CA-9. Acknowledge & Accept Spreadsheets of Students Listed by School of Attendance. *
(Pages 64 & 65)

a. December 2022

b. January 2023

V. DISCUSSION / INFORMATION ITEMS (Pages 66 to 73)

1. Time Certain – 9:20 a.m.

Transportation Issues & Discussion * (Page 66)

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. * (Pages 67 to 70)

a. Follow-up on Transportation Contract expiration date as requested at our December 13, 2022 meeting. *

(Page 67)

b. Request from Breean Brown, Senior Director of Business Services at the Marin County Office of Education, to assist with language for a county-wide Transportation Plan under development. *

(Pages 68 to 70)

3. First look at the proposed 2023 – 2024 Budget & Bill Back Spreadsheets. *
(Pages 71 to 73)

a. Initial email sent January 19, 2023 as our January Board Meeting was cancelled. **(Page 71)**

b. Initial proposed budget for 2023 – 2024. **(Page 72)**

c. Initial proposed bill back figures for 2023 – 2024. **(Page 73)**

4. Future agenda items requested by Board members.

5. Reminder of next meeting date.

March 14, 2023

VI. ADJOURNMENT

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Scheduled meetings for the balance of the 2022 / 2023 school year:

March 14, 2023

April 18, 2023

May 16, 2023

June 6, 2023

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.