

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

**MINUTES
June 9, 2021**

Special Note: Meeting was held via Zoom Video Conference.

BOARD MEMBERS PRESENT:

Robert Clark (Sausalito – Marin City), Corbett Elsen (Tamalpais), Carlos Estrella (Reed), Midge Hoffman – 8:25 a.m. (Interim Chief Business Official for Kentfield), Bob Marcucci (San Rafael Elementary & High School Districts), Michele Rollins (Mill Valley) & Carol Slender – 8:24 a.m. (Ross).

BOARD MEMBERS ABSENT:

Chris Carson (Ross Valley) & Paula Rigney (Larkspur – Corte Madera)

STAFF PRESENT:

Dennis Petri, Executive Director

GUESTS:

Christina Posedel, San Rafael City Schools Accounting Manager

I. CALL TO ORDER (8:16 a.m.):

Chairperson Michele Rollins called the Board of Directors meeting to order at 8:16 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/Bob Marcucci)

Vote by member:

Aye: Clark, Elsen, Estrella, Marcucci for SRES D, Marcucci for SRHSD, Rollins

Nay: No members

Abstention: No members

Absent: Carson, Hoffman, Rigney, Slender

2. **Budget Approval Process (8:18 a.m. to 8:26 a.m.):**
[PRESENTATION & PUBLIC HEARING]

a. PRESENTATION OF THE PROPOSED 2021 / 2022 BUDGET: --

Chairperson Rollins asked our Fiscal Agent staff to present the budget. Chris Posedel - San Rafael City Schools Accounting Manager – noted that the salary increases for the Executive Director (if approved later during this meeting) will be adjusted on the First Period Interim Report in December 2021.

b. PUBLIC HEARING ON PROPOSED BUDGET FOR 2021 / 2022.

Note: Public Hearing to be conducted June 8, 2021.

Chairperson Rollins stated there were no attendees at yesterday's public hearing.

c. PUBLIC HEARING ON RESERVE LEVEL FOR PROPOSED

BUDGET FOR 2021 / 2022: - Chris Posedel stated that the reserve level remains at 5% of expenses per MPTA policy.

d. Review and Possible Approval of 2021 / 2022 Budget.

Members approved the 2021 / 2022 Budget as presented. (8:25 a.m.)

(M/Corbett Elsen, S/Carlos Estrella)

Vote by member:

Aye: Clark, Elsen, Estrella, Hoffman, Marcucci for SRES D, Marcucci for SRHSD, Slender, Rollins

Nay: No members

Abstention: No members

Absent: Carson, Rigney

Note: Carol Slender (Ross) joined the meeting as Action Session Item #2a was under review.

Note: Midge Hoffman (Interim Chief Business Official for Kentfield) joined the meeting as Action Session Item #2d was under review.

- 3. Oral Recommendation Regarding Proposed Salary and Fringe Benefits – Executive Director (8:27 a.m.):** - Chairperson Rollins reviewed the proposed contract for the Executive Director. Rollins noted this is a 3-year contract, with set percentage raises for the first 2 years, final year may involve salary discussion. A daily rate is noted in the contract for purposes of the PERS retirement system reporting.

Members approved the oral recommendation as presented.

(M/Midge Hoffman, S/Carol Slender)

Vote by member:

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

- 4. Review and Possible Election of MPTA Officers for the Board of Directors for the 2021 / 2022 school year (8:28 a.m.):** - Chairperson Rollins reviewed the slate of Officers for the Board of Directors for the 2021 / 2022 school year. She then asked if there were any other members interested in serving. Members were pleased with the slate of Officers as presented.

Board of Directors' Officers for the 2021 / 2022 school year are:

Chairperson	Michele Rollins, Ed.D
Vice Chairperson	Carlos Estrella
Treasurer	Bob Marcucci
Secretary	Corbett Elsen

Members approved the Officer slate as presented.

(M/Bob Marcucci, S/Corbett Elsen)

Vote by member:

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

IV. CONSENT AGENDA (8:29 a.m.):

CA-1. Acknowledge & Accept the Minutes of May 19, 2021, Board Meeting.

**CA-2. Approve Contract for the Employment of Executive Director
(2021 / 2022 to 2023 / 2024).**

**CA-3. Acknowledge & Accept a letter from the Marin County Office of Education
reporting no audit findings for the year ending June 30, 2020.**

CA-4. Acknowledge & Accept Financial Documents as follows:

a. Approve vendor warrants paid for the period of May 1, 2021, through
May 31, 2021, in the amount of **\$384,037.94**.

**CA-5. Acknowledge & Accept Potential Reimbursement Information for member
school districts as follows:**

a. May 2021 in the amount of **\$785.84**.

b. Potential Reimbursement Fund Totals to Date: **\$5,673.17**.

CA-6. Acknowledge & Accept Monthly Student Count Tally Sheets for May 2021.

**CA-7. Acknowledge & Accept Spreadsheets of Students Listed by School of
Attendance for May 2021.**

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/Carlos Estrella, S/Carol Slender)

Vote by member:

Aye: Clark, Elsen, Estrella, Hoffman, Marcucci for SRES, Marcucci
for SRHSD, Slender, Rollins

Nay: No members

Abstention: No members

Absent: Carson, Rigney

V. DISCUSSION / INFORMATION ITEMS

1. Time Certain – 8:30 a.m. (Actual time 8:32 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, Janelle Campbell, Assistant Superintendent of Special Education was not able to attend due to scheduling conflicts. However, Janelle did send an email with items for the Board to consider.

a. Janelle noted that MCOE is looking to move the classroom located at Lagunitas School to a campus closer to the Hwy. 101 corridor. No suitable campus site has been found so far.

b. Janelle also reported that the information Kristi Dahlstrom shared at our May 19, 2021, meeting is still correct for the Extended School Year (ESY) session as well as for the 2021 / 2022 school year. No changes or updates yet.

2. Executive Director's Report (8:32 a.m.)

a. Extended School Year (ESY) 2021 Information.

Executive Director Petri reported that several ESY programs are slated to start on Monday, June 14, with the remainder starting one week later. To date, we are scheduled to transport 179 students for ESY, compared to our current total of 190 students transported for the regular school year.

b. School District Calendars for 2021 / 2022.

Executive Director Petri asked if any school district updates their 2021 / 2022 school year calendar, to please send a copy to MPTA. These calendars are an integral part of transportation planning.

c. Marin County Office of Education Program Graduates 2021.

This school year we have a total of 6 students graduating from programs operated by the Marin County Office of Education. Three students for each of our high school districts.

4*. **Future agenda items requested by Board members (8:35 a.m.) – This agenda item was called out of order:**

a. Chairperson Rollins mentioned that no Board of Directors meetings are scheduled for the summer months. Rollins asked Executive Director Petri to send any updates to members as warranted.

b. Secretary Elsen asked if the MPTA meetings in the 2021 / 2022 school year will be in-person or remote? Chairperson Rollins said we will take the lead from MCOE's Business Department as their meetings are held directly after the MPTA's meetings.

c. Secretary Elsen asked when the transportation contract with First Student is set to expire. Executive Director Petri did not know the date at the meeting but promised to send that information to Board members later in the day.

3*. **Standing Item: Discussion on California Senate Bill 328 concerning school start times for Middle School & High School programs (8:37 a.m.): -**
Chairperson Rollins stated that both our high school districts have already announced their new start times effective August 2021. This includes our middle school programs as well.

a. **Legal Update from School & College Legal Services of California:
Update: SB 328 – Middle and High School Start Times.**

Executive Director Petri stated that the legal update was received after our May 19, 2021, meeting. This document is provided for the Board's information only.

5. **Reminder of next meeting date.**
September 15, 2021

VI. **ADJOURNMENT: 8:59 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.