

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

<https://marinpupiltransportationagency.org/>

**Tuesday, December 10, 2024
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.**
- 2. Review and Possible Action on the Audit of Financial Statements: --**
Approve audit by Nigro & Nigro, PC of financial statements for the year ended June 30, 2024.
- 3. Review and Possible Action on Budget Revisions: --** Approve revisions to the 2024 – 2025 budget and bill back figures.
- 4. Review and Possible Action on the First Period Interim Report: --**
Approve 2024 – 2025 First Period Interim Report.

IV. CONSENT AGENDA

Note: The Board of Directors action on all items appearing on the Consent Agenda is taken in one action, unless a Board member, MPTA staff member, or, during Public Comment, a member of the public requests that an item be pulled for discussion prior to approval of the Consent Agenda.

CA-1. Possible Action on the Minutes of September 10, 2024 Board Meeting.

CA-2. Possible Action on the Minutes of November 12, 2024 Board Meeting.

CA-3. Possible Action on the letter received from the Marin County Office of Education on acceptance of the 2024 – 2025 Adopted Budget. Letter dated September 16, 2024.

CA-4. Possible Action on the letter received from the Marin County Office of Education on acceptance of the 2023 – 2024 Unaudited Actuals. Letter dated October 15, 2024.

CA-5. Possible Action on the letter received from Malia M. Cohen, California State Controller. The subject concerns “New State-Mandated Program. Free Application for Federal Student Aid (FAFSA) Claiming Instructions and Forms.” This information was dated October 20, 2024.

CA-6. Possible Action on the letter received from Malia M. Cohen, California State Controller. The subject concerns “New State-Mandated Program. Public School Restrooms: Menstrual Products Claiming Instructions and Forms” This information was dated October 30, 2024.

CA-7. Possible Action on the following Legal Updates provided by School & College Legal Services of California:

- a. Memo No. 07-2024: Planning for Implementation of New Safety Standards for Non-School Bus Drivers Transporting Students.** This information was dated July 26, 2024.
- b. Memo No. 08-2024: Ethics Training Available for “Local Agency Officials.”** This information was dated September 13, 2024.
- c. Memo No. 09-2024: Frequently Asked Questions Regarding Political Activities for Local Educational Agencies, Employees, and Candidates.** This information was dated October 7, 2024.
- d. Memo No. 10-2024: Annual Development Fee Accounting.** This information was dated November 5, 2024.
- e. Memo No. 11-2024: 2024 Organizational Meetings – Election Year.** This information was dated November 6, 2024.

CA-8. Possible Action on Public Records Request for 2023 Employee Compensation Report. This information was requested by TransCal K-12. This information was dated October 7, 2024. The requested information was provided by San Rafael Fiscal Agent Staff on the same date of request.

CA-9. Possible Action on the Financial Documents as follows:

- a.** Approve vendor warrants paid for the period of August 1, 2024 through August 31, 2024 in the amount of **\$314,904.40.**
- b.** Approve vendor warrants paid for the period of September 1, 2024 through September 30, 2024 in the amount of **\$238,312.03.**
- c.** Approve vendor warrants paid for the period of October 1, 2024 through October 31, 2024 in the amount of **\$92,671.63.**
- d.** Approve vendor warrants paid for the period of November 1, 2024 through November 30, 2024 in the amount of **\$TBD.**

CA-10. Possible Action on the Monthly Student Count Tally Sheets as follows:

- a.** September 2024
- b.** October 2024
- c.** November 2024

CA-11. Possible Action on the Students Listed by School of Attendance Information.

- a.** September 2024
- b.** October 2024
- c.** November 2024

V. DISCUSSION / INFORMATION ITEMS

1. Time Certain – 9:20 a.m.

Transportation Issues & Discussion

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.

- a.** Timeline for 3 Major Projects – Status to date.
- b.** First Student's service to date report.
- c.** Information provided by First Student on their Alternative Transportation Division.

3. Future agenda items requested by Board members.

4. Reminder of next meeting date.

January 14, 2025

VI. CLOSED SESSION

- 1.** Public Employee / Appointment (Govt. Code sec. 54957)
Title: Executive Director

VII. OPEN SESSION

- 1.** Report of Reportable Closed Session Action, if any.

VIII. ADJOURNMENT

* -- Items followed by attachment.

** -- Items to be distributed at meeting.

Note: ALL MPTA Meetings are In-Person only.

Scheduled meetings for the balance of the 2024 / 2025 school year:

January 14, 2025
February 11, 2025
March 11, 2025
April 15, 2025
May 13, 2025
June 10, 2025

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.