

**NICASIO SCHOOL DISTRICT
BOARD OF TRUSTEES
-MINUTES-**

**Monday, August 25, 2008
6:00 PM
5555 Nicasio Valley Road Nicasio, CA 94946**

REGULAR MEETING

1. Call to Order and Patriotic Moment. Board President Kim Wallach called the meeting to order at 6:00 PM.
2. Roll Call: President Wallach, Trustee Chris Mothersill and Trustee Madeleine Sloane. Also present: Superintendent Stephen Rosenthal, Principal Christy Stocker, Chief Financial Officer Susan Skipp and District Secretary Mikki McIntyre.
3. The Board reconvened to Open Session at 7:01 PM.
4. Report Out: No action was taken during Closed Session.
5. Approval and Adoption of Agenda.
M/S/C – Sloane/Wallach to approve and adopt Agenda. **Vote: 3/0**

CONSENT AGENDA

6. Consent Agenda.
Action: M/S/C – Sloane/Mothersill to approve Consent Agenda with the instruction by the Board for the Chief Financial Officer to research the warrants issued in July 2008 to PG&E.
Vote: 3/0
 - a. Approval of Minutes from June 18, 2008 Regular Meeting and July 8, 2008 Special meeting of the Board of Trustees.
 - b. Ratification of Warrants Paid through August 19, 2008.
 - c. Approval of Request for Interdistrict Transfers out of Nicasio School District.
 - d. Approval of Request for Interdistrict Transfer Renewal into Nicasio School District.
 - e. Denial of Request for Interdistrict Transfer of New Student into Nicasio School District.

PUBLIC COMMENT

9. Public Forum (non-confidential matters only). There was no public comment.

ACTION ITEMS

10. Approval to hire Anna Brandwene as PE Specialist for two afternoons per week.
Action: M/S/C – Sloane/Mothersill to approve hiring of Anna Brandwene as PE Specialist for two afternoons per week
11. Approval of Board of Trustees Meeting Schedule for 2008-09.
Action: M/S/C – Wallach/Sloane to approve Board of Trustees Meeting Schedule for 2008-09 with changes as indicated.

SCHOOL DISTRICT REPORTS / DISCUSSION

12. ARIES Student Database System Adoption.
Discussion: Chief Business Officer Susan Skipp presented a summary of the proposal for implementing the ARIES Student Information System. She said Shoreline Unified School District has had the system for several years, and that most other districts in Marin are also using it. She noted that the District could get a reimbursement of approximately \$11,575 from BP Cohort if it is implemented this year. Susan said the challenge for the District will be with the ongoing expense of the system, and that she is negotiating the hosting services costs with MCOE. Supt. Rosenthal explained that although it won't provide a cost savings, the system will streamline the way student data is managed and will keep the District compliant with mandated student identification and tracking. Susan said she has been in discussions with Lagunitas School District regarding shared training, and she noted that there is an ARIES users group at MCOE that can provide assistance.
Action: The Board requested that the item be placed on the October Agenda for further discussion and approval.
13. Parcel Tax Plan for Budget.
Discussion: Supt. Rosenthal explained that in a recent meeting with Susan Skipp, Board President Wallach and MCOE Asst. Supt. Karen Maloney, discussion about the District's budget largely centered on the parcel tax. He said Asst. Supt. Maloney has requested that a parcel tax plan be incorporated into the budget by the First Interim. He said the District needs to provide Susan Skipp with a parcel tax allocation plan so she can prepare the First Interim Report for December. Supt. Rosenthal recommended that the Board address the topic at its next several meetings. Trustee Mothersill suggested that the budget plan take teacher salaries into consideration, as well as management of the general fund and setting aside funds for special education, deferred maintenance and future salary increases. President Wallach asked the Board to also consider the general maintenance of the facility and school grounds. The Board discussed whether Fund 17 serves a purpose. Supt Rosenthal said that the designation of a second reserve would serve the same function as Fund 17.
Action: The Board requested a continuation of the Parcel Tax discussion at its September meeting.
14. Parcel Tax Exemptions.
Discussion: Principal Stocker asked the Board for clarification regarding deadlines for requests by seniors for parcel tax exemptions. The Board clarified that a homeowner not only has to apply for a senior exemption by the May 1st deadline, but also needs to have turned 65 years of age by that date. The Board directed staff to inform that public that those deadlines are set by law.

Susan Skipp said she will instruct staff on how to access the county's monthly "Property Transfer Report" in order to monitor changes in property ownership.

15. Principal's Report.

- In her report, Principal Stocker noted that the enrollment figure of 59 on the first day of school was higher than expected, and that she anticipated at least two more students enrolling within the week.

16. Superintendent's Report.

- Supt. Rosenthal reported meeting with President Wallach, Susan Skipp and Karen Maloney at MCOE.
- He thanked President Wallach for a very nice back to school welcome party.
- Supt. Rosenthal also reported stopping in at the Aug 20th staff meeting and finding everyone in good spirits. He commended the staff for doing a good job.

17. Trustee's Report.

President Wallach reported attending the JLAC meeting the previous week. She said the meeting focused on the state budget, and that the biggest news was that the categorical funds are not being released.

CONCLUSION

18. Agenda Planning.

- Annually (each January): Closed session "Personnel Business" – referencing personnel code.
- Sufficiency of Instructional Materials.
- Parcel Tax Budget Discussion.
- Strategic Plan Review. Plan a Board retreat to discuss strategic plan.

19. Other Business. Schedule a Board retreat for September.

20. Adjournment. The meeting was adjourned at 8:15 pm.

Respectfully Submitted,

Mikki McIntyre

Unadopted

Adopted

Madeleine Sloane, Clerk