



**Reminders:**

- Sept 5: Board Meeting *5pm Library*
- Sept 12: Back to School Night *6pm*
- Sept 13: Crazy Hair Day!
- Sept 13: Early Dismissal *1:30pm - All Grades K-8*
- Sept 19: Principal's Chat *8:20am*
- Sept 25: School Assembly *1:30pm*
- Oct 3: Board Meeting *5pm Library*
- Oct 4: Early Dismissal *1:30pm - All Grades K-8*
- Oct 11: Walk-A-Thon Foundation Fundraiser *Large Field*
- Oct 14: NO CLASSES – *Professional Development Day*
- Oct 16: School Picture Day
- Oct 17: Earthquake Drill: The Great California ShakeOut

**Recordatorios:**

- Sept 5: Reunión de la Mesa Directiva *5pm Biblioteca*
- Sept 12: Noche de Regreso a la Escuela *6pm*
- Sept 13: ¡Día de Cabello Loco!
- Sept 13: Salida Temprana *1:30pm - Todos los Grados K-8*
- Sept 19: Pláticas con la Directora *8:20am*
- Sept 25: Asamblea Escolar *1:30pm Biblioteca*
- Oct 3: Reunión de la Mesa Directiva *5pm Biblioteca*
- Oct 4: Salida Temprana *1:30pm - Todos los Grados K-8*
- Oct 11: Walk-a-thon Evento de la Fundación para la Recaudación de Fondos  
*Campo Escolar Mayor*
- Oct 14: NO HAY CLASES – Día de Desarrollo Profesional
- Oct 16: Día de Fotografía Escolar
- Oct 17: La Gran Sacudida de California Simularco de Terremotos



September 5, 2019

Dear Nicasio Families,

This year our fantastic classroom teachers are incorporating monthly digital citizenship lessons into their community-building curriculum. These lessons, made available from Common Sense Media, encourage students to think about their own roles and responsibility in the online community, as well as how to safely navigate the online world. Parent resources, available in English and in Spanish, help you have discussions about this important topic with your children. Please ask them about their first lesson this week! To learn more about Common Sense Media, visit [www.commonsense.org](http://www.commonsense.org)

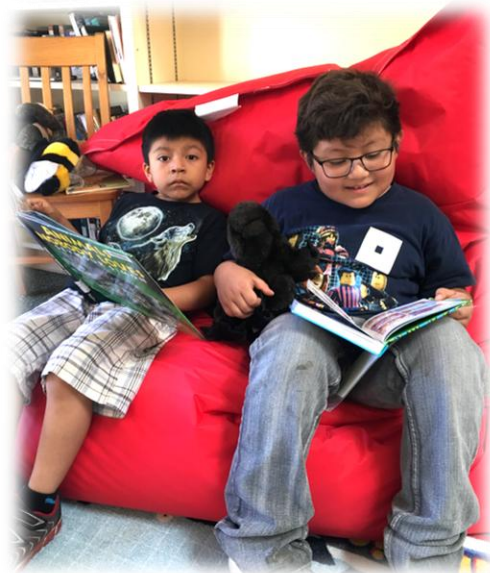
Our 15-week Performing Arts program with Ms. Monica is in full swing. It was fun to see the kids back on stage this week, reading scripts and learning songs. *Aladdin Junior* will be a huge hit at our Winter Holiday Program on December 19<sup>th</sup>! **If your child will not be present at the Winter Holiday Program, please let us know now.** Thank you.

I look forward to seeing you next **Thursday, September 12<sup>th</sup>**, for **Back to School Night**. A friendly reminder that this event is for adults only, so please book those babysitters now. The library doors will open at 5:45 pm for those who have signed up for childcare *in advance in the main office*. We will all begin in the MPR at 6 pm and then move to classrooms, where each classroom teacher will make two presentations. This allows any family with children in two different classrooms to visit both teachers. Spanish translation will be available. The evening will conclude at 7:30 pm.

Finally, tonight is the first meeting of the Nicasio School Board of Trustees beginning at 5 pm in the library. I hope to see you there!

Sincerely,

Barbara







# Nicasio School District

Since 1862

Board of Trustees

Michelle Rutledge, *Board President* ~ Elaine Doss, *Trustee* ~ Mark Burton, *Trustee*

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## **AGENDA**

Special Meeting

**Thursday, September 5, 2019 4:40pm-5:00pm**

*Nicasio School Library, 5555 Nicasio Valley Road, California*

### **OPEN SESSION**

1. **Call to Order** (*Michelle Rutledge – Board President*)
  - a. Patriotic Moment
  - b. Roll Call
2. **Approval and Adoption of Agenda**

### **CLOSED SESSION**

- a. The following Closed Session item is listed below in compliance with Government Code 54957 of the Brown Act:
    - i) PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT
  - b. Public Comment on Items on the Closed Session Agenda
  - c. Recess to Closed Session to consider and/or take action upon any item on the Closed Session Agenda
- 
6. **Reconvene to Open Session**
    - a. Report Out Announcement of any reportable action take during Closed Session
  7. **Conclusion**
    - a. Adjournment

*If you need assistance to access the Board meeting room or to otherwise participate at the meeting, please submit a written request to Nicasio School District Superintendent at P.O. Box 711, Nicasio, CA 94946 or [office@nicasioschool.org](mailto:office@nicasioschool.org). Notification at least 48 hours prior to the meeting will better enable the District to make reasonable accommodations in accordance with the Americans with Disabilities Act.*

# Nicasio School District

Since 1862

Board of Trustees

Michelle Rutledge, *Board President* ~ Elaine Doss, *Trustee* ~ Mark Burton, *Trustee*

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## **AGENDA**

Regular Meeting

**Thursday, September 5, 2019 5pm**

*Nicasio School Library, 5555 Nicasio Valley Road, California*

### **OPEN SESSION**

**1. Call to Order** (*Michelle Rutledge – Board President*)

- a. Patriotic Moment
- b. Roll Call
- c. Trustee/Superintendent Announcements (*Trustees and Nancy Neu, Interim Superintendent*)
- d. Principal Announcements (*Barbara Snekkevik, Principal*)

**2. Approval and Adoption of Agenda** (*Board President Rutledge*)

**3. Public Comment**

*Public Comment is only for items not on the agenda. No formal action will be taken. Board members or district staff may, but are not obligated to, briefly respond to statements made or question posed by the public about items not appearing on the agenda. Designated amount of time to address the Board is limited to three minutes per individual. Concerns about individual employees shall not be discussed in public at school board meetings. Please contact the superintendent with specific concerns.*

**4. Consent Agenda**

- a. Approval of Minutes: June 19, 2019 Regular Meeting of the Board of Trustees (*Interim Supt. Neu*)
- b. Ratify Warrants Paid: June-August 2019 (*CBO Bonardi*)
- c. Quarterly Report on Williams Uniform Complaints (Apr.-June 2019) (*Interim Supt. Neu*)
- d. Personnel Actions (*Interim Supt. Neu*)
- e. Jerry and Don's Yager Pump & Well Services Agreement June 26, 2019 Service Agreement (*CBO Bonardi*)
- f. 2019-20 Contract Services Agreement with Marin County Office of Education for Psychologist and Nurse Services (*CBO Bonardi*)
- g. 2019-20 Contract Services Agreement with Marin County Office of Education for Support of Assistant Superintendent for Business Services (July 1, 2019-June 30, 2020) (*Interim Supt. Neu*)
- h. 2019-20 MOU with Novato Unified School District for BTSA Training Services (*CBO Bonardi*)
- i. 2018 California State Water Board Consumer Confidence Report for Nicasio School (Water System #2100582) (*CBO Bonardi*)
- j. Hazardous Materials Inventory Report, April, 2019, Keenan & Associates (*CBO Bonardi*)
- k. IDT Request OUT of NSD for 2019-20 (*IDTX # 19-20-03*)

**5. Action**

- a. Public Disclosure (AB1200) of Proposed NTA Collective Bargaining Agreement for the period of July 1, 2018-June 30, 2021 (*Interim Supt. Neu*)

- b. Revised Salary Schedules Effective July 1, 2018 and July 1, 2019 for the Nicasio Teachers' Association, Unrepresented Classified Management and Unrepresented Classified Staff
- c. Unaudited Actuals for Fiscal Year Ending Jun 30, 2019 *(CBO Bonardi)*
- d. Resolution 2019-20 #1 for Gann Limit *(CBO Bonardi)*
- e. 2018-19 Education Protection Account Expenditures *(CBO Bonardi)*
- f. Parcel Tax Expenditure Report *(CBO Bonardi)*
- g. Resolution 2019-20 #2 Authorization to Sign on Behalf of the Governing Board *(Interim Supt. Neu)*

7. **Correspondence**

- a. Re: FY 2018-19 Approval of Allowance of Attendance Due to Emergency Conditions (Form J-13A), Elizabeth Dearstyne, Associate Director, CDE School Fiscal Services Division, July 25, 2019

6. **Conclusion**

- a. Agenda items for upcoming Board Agenda: October 2019
- b. Adjournment

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# Back-to-School Night 2019

**Thursday, September 12<sup>th</sup>**

▪ Doors Open at 5:45pm ▪ Event Begins at 6pm ▪ Event Concludes at 7:30pm

Please join us for Nicasio School's Back-to-School Night. This is a great opportunity for parents and guardians to learn more about the teachers, the curriculum they are using in their classrooms, and other school-related activities. In addition, there will be brief presentations on how you can get involved with Nicasio School Foundation and Parent Club activities.

***May students and their younger siblings attend?***

This event is for **adults only**. Parents are strongly encouraged to make their own babysitting arrangements at home.

***Will babysitting be provided on campus?***

Limited childcare will be provided in the library. There is limited capacity for this service. If you are unable to secure your own childcare and need to use the babysitting provided at the school, all current students and younger siblings who plan to attend **must be registered in the office in advance, no later than 2pm on Wednesday, September 11<sup>th</sup>**. Please note that children not on the registration list may not be admitted. Thank you for understanding that this service is not an opportunity for kids simply to visit school and hang out with friends.

***Will food be provided?***

Refreshments will not be provided at this event. Please plan an early dinner or bring a snack with you. Any young children brought to the school for babysitting should eat dinner prior to arrival.

***The evening begins promptly at 6pm***

Please arrive early enough to settle into a seat before the event starts. Doors open at 5:45pm. Babysitting begins at 5:45pm. We hope to see all of you (moms, dads and grandparents) there!

Hello Nicasio School Families!

The students are off to a great start as they rehearse every Wednesday in Performing Arts class. This year's Winter Performance will be an all school performance of Aladdin Jr. I am thrilled to direct our fall production and hope you enjoy all of the singing that will hopefully take place in your home as a result.

Please find attached to this note the link to all of the music, rehearsal and performance. Like all learning experiences, repetition is key. I would suggest downloading the music to your phone, home computer or anywhere where your child(ren) will have access to it. If you do not have access to the music files, please let me know.

<https://drive.google.com/drive/folders/1VdCupw99Z6edHsk-RnjNCGAkIw-kEcjn>

Please make sure your child(ren) bring their scripts every Wednesday. All of their parts are highlighted in their scripts, so they are aware of what they need to study.

If you have any questions, please feel free to contact me.

See you in the theatre (MPR),  
Ms. Monica  
[msnell@nicasioschool.org](mailto:msnell@nicasioschool.org)

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¡Hola Familias en la Escuela Nicasio!

Los estudiantes han tenido un gran comienzo mientras ellos ensayan cada miércoles en la clase de Artes Escénicas. Este año la presentación en el Programa de Invierno será Aladino Jr. con todos los alumnos en escena. Estoy encantada de dirigir nuestra producción y espero que ustedes disfruten de todas las canciones que estarán en sus casa como resultado de los ensayos.

Adjunto a esta carta, Usted puede encontrar el enlace para la música, ensayos y presentación. Como experiencia de aprendizaje, la repetición es muy importante. Les sigiero bajar la música en su teléfono, computadora en casa o cualquier otro aparato en el que su hijo o hija tenga acceso. Si Usted no tiene acceso a los archivos con la música, por favor hágamelo saber.

<https://drive.google.com/drive/folders/1VdCupw99Z6edHsk-RnjNCGAkIw-kEcjn>

Por favor asegúrese de que sus niños traen sus guiones a la escuela cada miércoles. Las partes de cada uno están resaltadas con color en los guiones, así ellos saben lo que necesitan estudiar.

Si tiene cualquier pregunta, siéntase en la libertad de contactarme.

Los veo en el teatro (SUM),  
Ms. Monica  
[msnell@nicasioschool.org](mailto:msnell@nicasioschool.org)



## **Last Call for Disaster Response First Aid Training**



Dear Nicasio Community Members:

We have a few spots left for our free, four-hour skill-building workshop on Saturday, September 7, from 9am to 1pm at Nicasio School.

Please join us.

This exceptional workshop is called **First Aid for Disaster Response** (FADR) and is taught by the Marin Medical Reserve Corps (MMRC). The course is designed to train citizens with little or no prior emergency medical experience to recognize and respond rapidly to life threats such as: how to stop bleeding, how to maintain breathing and triage for mass casualties. Participants are taught life-saving tools in an interactive process that unfolds in short lectures, demonstrations, and practice.

Please RSVP ASAP to: [kirby@nicasiofire.org](mailto:kirby@nicasiofire.org).

Your help in preparing to assist others in a disaster is much appreciated!

Nicasio Disaster Council



# WILDFIRE EVACUATION CHECKLIST

If evacuation is anticipated and time allows, follow this checklist to give your family and home the best chance of survival. Complete the Family Communication Plan on the opposite side for each family member and keep in your "Go Kit(s)."

**ALERT MARIN:** Register for emergency notifications at [www.alertmarin.org](http://www.alertmarin.org) to receive evacuation notices by email, phone, or text. Evacuation notices sent through Alert Marin will use the following terminology:



## EVACUATION ORDER

Leave now! Evacuate immediately, do not delay to gather valuables or prepare your home. Follow any directions given in the evacuation order.

## EVACUATION WARNING

Evacuate as soon as possible. A short delay to gather your Go Kit and prepare your home (see below) may be ok. Leave if you feel unsafe.

## SHELTER IN PLACE

Stay in your current location or the safest nearby building or unburnable area. May be required when evacuation is impossible, too dangerous, or unnecessary.

## ON YOUR PERSON

- ☐ Dress all family members in long sleeves and long pants - heavy cotton or wool is preferable no matter how hot it is.
- ☐ Wear leather gloves, head, and eye protection - full coverage goggles are best.
- ☐ Cover your face with a dry bandanna or (cotton or wool) scarf over an N95 respirator.
- ☐ Carry a headlamp and flashlight (even during the day), cell phone, and spare battery.
- ☐ Carry car keys, wallet, and ID on your person.
- ☐ Drink lots of water and stay hydrated.
- ☐ Put your "Go Kit" in your vehicle.

## PETS & ANIMALS

- ☐ Locate your pets and place in carriers NOW. You will not be able to catch them when the fire approaches.
- ☐ Be sure your pets wear tags and microchips.
- ☐ Place carriers (with your pets in them) near the front door, with fresh water and extra food.
- ☐ Prepare horses and large animals for transport and consider moving them to a safe location early, before evacuation is ordered.

## INSIDE THE HOUSE

- ☐ Shut all windows and doors (interior too) and leave them unlocked.
- ☐ Remove combustible window shades and lightweight curtains; close metal shutters.
- ☐ Move furniture to the center of the room, away from windows.
- ☐ Shut off gas at the meter or propane tank; turn off pilot lights.
- ☐ Leave indoor and outdoor lights on for firefighters.
- ☐ Shut off air conditioning and house fans.

## OUTSIDE & IN NEIGHBORHOOD

- ☐ Gather up combustible items outside the house (patio furniture, children's toys, door mats, trash cans, etc) and place in garage or move them at least 30' from structures (optionally: place in your pool).
- ☐ Close propane tank valves. Move small tanks away from structures.
- ☐ Connect garden hoses to outside water valves or spigots for use by firefighters. Attach squeeze-grip nozzles if you have them.

- ☐ Fill water buckets and place them around the outside of house, especially near decks and fences. Don't leave sprinklers on or water running - they are ineffective and can reduce critical water pressure for the entire neighborhood.
- ☐ Hosing your roof down is dangerous and ineffective. Clean your gutters and blow leaves away from house instead (only if time allows).
- ☐ Back your car into the driveway so it is facing out, with vehicle loaded and all doors and windows closed.
- ☐ Unlock and prop open fence and side gates.
- ☐ Place ladder(s) at the corner(s) of structures for firefighters.
- ☐ Seal attic and ground vents with pre-cut plywood or metal covers.
- ☐ Patrol your property and monitor the fire situation.
- ☐ Don't wait for an evacuation order if you feel threatened.
- ☐ Check on or call neighbors and make sure they are aware and preparing to leave.
- ☐ Assist elderly or disabled neighbors.
- ☐ Carpool to reduce traffic when evacuating!

## WILDFIRE & EMERGENCY "GO KIT"

Put together an emergency supply kit in advance and keep it easily accessible. Plan to be away from your home for an extended period of time. Each person should have their own Go Kit. Backpacks work great for storing these items.

- |  |  |
|--|--|
| <input type="checkbox"/> Bandana, N95 respirator, goggles, leather gloves    | <input type="checkbox"/> Copies of important docs (birth certificates, passports, insurance policies, etc) |
| <input type="checkbox"/> Water bottles and food                              | <input type="checkbox"/> Pet food and water, leashes, pet supplies and medications                         |
| <input type="checkbox"/> Map marked with two evacuation routes (if possible) | <input type="checkbox"/> Spare chargers for cell phones, laptops, etc.                                     |
| <input type="checkbox"/> Prescription medications                            | <input type="checkbox"/> Sanitation supplies   |
| <input type="checkbox"/> Change of clothing                                  |  |
| <input type="checkbox"/> Extra eyeglasses or contact lenses                  |  |
| <input type="checkbox"/> Extra set of car keys, credit cards, cash           | <b>Items to take only if time allows:</b>  |
| <input type="checkbox"/> First aid kit                                       | <input type="checkbox"/> Easily carried valuables  |
| <input type="checkbox"/> Flashlight and headlamp with spare batteries        | <input type="checkbox"/> Family photos and other irreplaceable items                                       |
| <input type="checkbox"/> Battery-powered radio and extra batteries           | <input type="checkbox"/> Personal computer and digital information backups on hard drives and/or disks     |





## Family Emergency Communication Plan

Write your family's name above

### Family Emergency Communication Plan

#### HOUSEHOLD INFORMATION

Home #: .....

Address: .....

Name: ..... Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information: .....

Name: ..... Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information: .....

Name: ..... Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information: .....

Name: ..... Mobile #: .....

Other # or social media: ..... Email: .....

Important medical or other information: .....

#### SCHOOL, CHILDCARE, CAREGIVER, AND WORKPLACE EMERGENCY PLANS

Name: .....

Address: .....

Emergency/Hotline #: ..... Website: .....

Emergency Plan/Pick-Up: .....

Name: .....

Address: .....

Emergency/Hotline #: ..... Website: .....

Emergency Plan/Pick-Up: .....

Name: .....

Address: .....

Emergency/Hotline #: ..... Website: .....

Emergency Plan/Pick-Up: .....

Name: .....

Address: .....

Emergency/Hotline #: ..... Website: .....

Emergency Plan/Pick-Up: .....

#### IN CASE OF EMERGENCY (ICE) CONTACT

Name: ..... Mobile #: .....

Home #: ..... Email: .....

Address: .....

#### OUT-OF-TOWN CONTACT

Name: ..... Mobile #: .....

Home #: ..... Email: .....

Address: .....

#### EMERGENCY MEETING PLACES

Indoor: .....

Instructions: .....

Neighborhood: .....

Instructions: .....

Out-of-Neighborhood: .....

Address: .....

Instructions: .....

Out-of-Town: .....

Address: .....

Instructions: .....

#### IMPORTANT NUMBERS OR INFORMATION

Police: ..... Dial 911 or #: .....

Fire: ..... Dial 911 or #: .....

Poison Control: ..... #: .....

Doctor: ..... #: .....

Doctor: ..... #: .....

Pediatrician: ..... #: .....

Dentist: ..... #: .....

Medical Insurance: ..... #: .....

Policy #: .....

Medical Insurance: ..... #: .....

Policy #: .....

Hospital/Clinic: ..... #: .....

Pharmacy: ..... #: .....

Homeowner/Rental Insurance: ..... #: .....

Policy #: .....

Flood Insurance: ..... #: .....

Policy #: .....

Veterinarian: ..... #: .....

Kennel: ..... #: .....

Electric Company: ..... #: .....

Gas Company: ..... #: .....

Water Company: ..... #: .....

Alternate/Accessible Transportation: ..... #: .....

Other: .....



**Free Admission**  
**Free Parking**

**Saturday, October 26, 2019**

10:00 am - 4:00 pm

**Sonoma County Fairgrounds**

1350 Bennett Valley Rd, Santa Rosa, CA 95404



## Have fun learning with hands-on science

- Robots
- Astronaut Gear
- Sound Waves
- Telescopes
- Virtual Reality
- Squid
- Rockets
- Drones
- Microscopes
- 3D Printing
- Slime
- Much More!

Part of the Bay Area Science Festival and partnered with Career Technical Education Foundation, Buck Institute for Research on Aging, and University of California at San Francisco.

This is not a school district sponsored activity. This flyer was not printed at the school district's expense. The school district has not evaluated or approved the program or service. For information, email [info@northbayscience.org](mailto:info@northbayscience.org).





5555 Nicasio Valley Road, Nicasio, CA 94946  
☎ 415.662.2184 / 📠 415.662.2250 / [www.nicasioschool.org](http://www.nicasioschool.org)

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## **Emergency Communication Systems**

### **School Messenger**

Nicasio School uses an emergency communication system, School Messenger, to communicate with families in the event of an emergency. This system allows communication via phone call, email, and text message. We will conduct our annual test of this system in October. Please be sure your contact information is up to date in the main office.

### **Alert Marin**

Alert Marin is an emergency communication system from the Marin County Sheriff's Office. Follow this link to register for alerts:

<https://www.marinsheriff.org/services/emergency-services/alert-marin>

### **Nixle**

Nixle is an emergency communication system for residents of an area (determined by zip code) that will immediately notify users during emergency incidents. To register, visit:

<http://www.nixle.com/>

### **Twitter**

Follow organizations such as Marin County Sheriff (@MarinSheriff), CHP Marin (@CHPMarin), and The West Marin Feed (@WestMarinFeed) for up-to-date information during an emergency.