

**NICASIO SCHOOL DISTRICT
BOARD OF TRUSTEES**

MINUTES

~ Regular Meeting ~

Thursday, October 1, 2015 5:00 PM

Nicasio School Library 5555 Nicasio Valley Road, Nicasio CA

1. **Call to Order** at 5:00pm
 - a. **Patriotic Moment** observed to honor of the victims of the community college shooting in Oregon and in support of gun control.
 - b. **Roll Call** In attendance: **Trustees Holly McArthur, Madeleine Sloane and Jason Snell;**
Also in attendance: Superintendent Tom Lohwasser, Principal Christy Stocker, Chief Business Official Cheryl Robbins, Senior Business Official Kate Lane and Office Manager Mikki McIntyre
2. **Approval and Adoption of Agenda**
Action: M/S: Snell/Sloane to approve and adopt the Agenda. Vote: 3/0 Ayes: McArthur, Sloane; Noes: None
3. **Public Comment** *There was no public comment.*
4. **Reports & Announcements**
 - a. **Introduction of New Chief Business Official Cheryl Robbins**
 - i. The Board welcomed new Chief Business Official Cheryl Robbins to the District. Cheryl provided an overview of her background, citing experience in “every aspect” of school finance over a 15-year period prior to assuming her new shared services role for NSD and Bolinas-Stinson Union School District. Kate Lane explained that there is a transitional plan for the transfer of business services duties from MCOE to Cheryl, and that a planned shared services accountant position will take over the accounting work for both NSD and BSUSD. She added that MCOE will continue to perform payroll and accounts payable services for NSD until the accountant position is filled.
 - b. **Water System Update**
 - i. Trustee McArthur reported having received word that NSD is next in line to be reviewed for a waiver by the state from certain water testing requirements. She said the estimated cost of the two new filters is \$4300 apiece for which the District will need to apply for funding. Trustee McArthur will consult with the state representative about getting the initial application submitted. She said she will then confer with Principal Stocker about how the project will be managed once her term on the Board expires in December.

- c. **Principal's Report** *Principal Stocker presented her report, adding the following:*
 - i. She acknowledged Monica Snell for stepping in until future plans are determined for the art program.
 - d. **Superintendent's Report** *Supt. Lohwasser reported the following:*
 - i. There will be an LCAP meeting at MCOE on Tuesday, October 6.
 - ii. Supt. Lohwasser will meet with the David Yoshihara, superintendent of Tam Union High School District, on October 7 to discuss the 9th grade math curriculum topic.
 - iii. Schools Rule will distribute funds to school districts countywide schools on October 15th. Principal Stocker will query the Nicasio School Foundation members about whether they are able to attend.
 - e. **Trustees Report** *There was no report.*
5. **Consent Agenda**
- a. **Approval of Minutes:** September 10, 2015 Regular Meeting of Board of Trustees
 - b. **Ratify Warrants Paid:** 9/2/15-9/24/15
 - c. **Quarterly Report on Williams Uniform Complaints** (Jul-Sep 2015)
Action: M/S: Snell/Sloane to approve and adopt the Consent Agenda. Vote: 3/0 Ayes: McArthur, Sloane; Noes: None
6. **Business Services**
- a. **Approve MOU Between the Bolinas-Stinson Union School District and Nicasio School District and Cheryl Robbins for (part-time) Chief Business Official Services**
Action: M/S: Snell/Sloane to approve MOU Between the Bolinas-Stinson Union School District and Nicasio School District and Cheryl Robbins for (part-time) Chief Business Official Services Vote: 3/0 Ayes: McArthur, Sloane; Noes: None
 - b. **Consider Approval of Resolution 2015-16 #3 Authorization to Sign on Behalf of the Governing Board**
Action: M/S: Snell/Sloane to approve Resolution 2015-16 #3 Authorization to Sign on Behalf of the Governing Board Roll call vote: Ayes: Sloane, Snell, McArthur; Noes: None
 - c. **Approve Certificate of Signatures for District Business Services**
Action: M/S: Snell/Sloane to approve Certificate of Signatures for District Business Services Vote: 3/0 Ayes: McArthur, Sloane; Noes: None
 - d. **Management Bulletin**
 - i. Cheryl Robbins introduced the standing report she will present at future Board meetings and requested the bulletin be listed under "Reports and Announcements."
7. **Facilities**
- a. **Review Proposed MOU Between Nicasio School District and the Nicasio Volunteer Fire Department Regarding Storage, Use and Maintenance of Automated External Defibrillator** *Discussion: There was discussion about the proposal. Principal Stocker explained that she would like to obtain more information from the District's insurance carrier (Keenan & Associates) before proceeding with approval of the MOU.*

8. **Correspondence**

- a. 2015-16 Adopted Budget Review, Terena Mares, Deputy Superintendent, MCOE, Sept. 15 2015

9. **Conclusion**

a. **Agenda Planning**

- i. Water System Update
- ii. AED Acquisition
- iii. Grades 3-8 Year-End Field Trips

b. **Adjournment**

Action: **M/S: Sloane/Snell** to adjourn meeting at 5:30pm. **Vote: 3/0** Ayes: McArthur, Sloane, Snell; *Noes*: None

Respectfully Submitted,

Mikki McIntyre

Unadopted Adopted

Madeleine Sloane, Clerk