

**NICASIO SCHOOL DISTRICT  
BOARD OF TRUSTEES**

**MINUTES**

~ Regular Meeting ~

**Thursday, September 10, 2015 5:00 PM**

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

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1. **Call to Order** at 5:02pm
  - a. **Patriotic Moment** held in honor of Labor Day and the September 11<sup>th</sup> National Day of Service and Remembrance
  - b. **Roll Call** In attendance: **Trustees Holly McArthur** and **Madeleine Sloane**; *Absent at start of meeting (arriving midway through the meeting): Trustee Jason Snell*; Also in attendance: **Superintendent Tom Lohwasser, Principal Christy Stocker, Senior Business Manager Kate Lane** and **Office Manager Mikki McIntyre**
  
2. **Approval and Adoption of Agenda**  
*Action: M/S: Sloane/McArthur* to approve and adopt the Agenda. **Vote: 2/0** Ayes: McArthur, Sloane; Noes: None
  
3. **Public Comment** *There was no public comment.*
  
4. **Reports & Announcements**
  - a. **Water System Update**

Trustee McArthur reported that all of the documentation closing out the previous water system upgrade project has been completed, and discussions are continuing with state and regional water officials regarding a potential new and considerably less costly solution to upgrading the system. She said she has learned of a few additional requirements/expenses that will need to be considered, but that they are not insurmountable. Trustee McArthur said the ball is now in the state's court regarding approval of the water system, and added that if the costs exceed \$5000, the District may want to seek a grant.
  
  - b. **Principal's Report** *Principal Stocker provided her report.*
    - i. Trustee McArthur said that she wants to publically express her appreciation to Principal Stocker for all of the effort that was reflected in the report.
  
  - c. **Superintendent's Report**
    - i. Supt. Lohwasser reported that he attended the August 27<sup>th</sup> MCSBA Annual Superintendent and Trustee Kick-Off Dinner at Rancho Nicasio. He said it was disappointing that scheduled guest speaker Congressman Jared Huffman was not able to attend, but nonetheless, the group wants to schedule another gathering there in the future.
    - ii. Supt. Lohwasser also noted that the state has released Smarter Balanced test scores. He cautioned against using the scores in IEPs and as baselines because the new test still has flaws that need to be corrected. He recommended posting

a Q&A section on the school website for parents to use as a resource when they receive their children's scores.

iii. He also said there is a lot of discussion in Sacramento regarding the reserve cap and he believes there will be quite a bit of compromise ahead.

d. **Trustees' Report** *There was no report.*

5. **Consent Agenda**

a. **Approval of Minutes:** June 4, 2015 Regular Meeting and June 23, 2015 Special Meeting of Board of Trustees

b. **Ratify Warrants Paid:** 5/29/15-9/1/15

c. **Quarterly Report on Williams Uniform Complaints** (Apr-Jun 2015)

*Action:* **M/S: Sloane/McArthur** to approve and adopt the Consent Agenda. **Vote: 2/0**

*Ayes:* McArthur, Sloane; *Noes:* None

6. **PUBLIC HEARING on Pupil Textbooks and Instructional Materials** – Education code 60019 establishes steps and procedures to ensure the availability of textbooks and instructional materials. The procedures require that the District offices take appropriate action to ensure the availability of textbooks and instructional materials on a yearly basis.

o The hearing was opened at 5:17pm. Principal Stocker reported that all students have textbooks and instructional materials as required. There were no other comments. The hearing was closed at 5:18pm.

7. **Business Services**

a. **Consideration to Approve Resolution 2015-16 #1 Regarding Sufficiency or Insufficiency of Instructional Materials**

*Action:* **M/S: Sloane/McArthur** to approve Resolution 2015-16 #1 Regarding Sufficiency or Insufficiency of Instructional Materials **Roll call vote:** *Ayes:* Sloane, McArthur; *Noes:*

*None; Absent:* Snell

b. **Approve Education Protection Account Expenditures for 2014-15** *Discussion:* Kate Lane explained that the District received \$200 per ADA in 2014-15 for educational purposes and it has been used primarily for student technology. She said the resource has been zeroed out, the spending plan and expenditure report are posted on the school website, and the District is in full compliance.

*Action:* **M/S: Sloane/McArthur** to approve Education Protection Account Expenditures for 2014-15 **Vote: 2/0** *Ayes:* McArthur, Sloane; *Noes:* None; *Absent:* Snell

c. **Approve Final 2014-15 Budget Revision (#4)** *Discussion:* Kate Lane explained that such Board-approved expenses as the water contract items, tree removal services, and a year-end posting recognizing a state payment to STRS are included in the revision. She added that the revised budget is equal to the final expenditures.

*Action:* **M/S: Sloane/McArthur** to approve Final 2014-15 Budget Revision (#4) **Vote: 2/0** *Ayes:* McArthur, Sloane; *Noes:* None; *Absent:* Snell

d. **Approve Unaudited Actuals for Fiscal Year Ending June 30, 2015** *Discussion:* Kate Lane provided an overview of her report, stating that the District is in an improved situation since the last budget revision that was approved by the Board. She noted that the total ending balance is \$62,545 higher than budgeted, and the improvement is due to savings across the board. The trustees thanked Kate for her report.

Action: **M/S: Sloane/McArthur** to approve Unaudited Actuals for Fiscal Year Ending June 30, 2015 **Vote: 2/0** Ayes: McArthur, Sloane; Noes: None; Absent: Snell

- e. **Approve 2015-16 Budget Revision (#1) Regarding Budget Transfers Associated with Board-approved Salary Settlement** *Discussion:* Kate Lane explained that the revision reflects the all-staff salary increase that was approved at the last Board meeting in June. Action: **M/S: Sloane/McArthur** to approve Budget Revision (#1) Regarding Budget Transfers Associated with Board-approved Salary Settlement **Vote: 2/0** Ayes: McArthur, Sloane; Noes: None; Absent: Snell
- f. **Consideration to Approve Resolution 2015-16 #2 for Gann Limit** Action: **M/S: Sloane/McArthur** to approve Resolution 2015-16 #2 for Gann Limit **Roll call vote:** Ayes: Sloane, McArthur; Noes: None; Absent: Snell
- g. **Review and Approve Historical Report of Nicasio School District Parcel Taxes** *Discussion:* Kate Lane provided an overview of the report, noting that it constitutes a full accounting of the parcel tax measure since its inception. Supt. Lohwasser recommended that the report be provided every year. Principal Stocker added that she will put the report on the school website. Action: **M/S: Sloane/McArthur** to approve Historical Report of Nicasio School District Parcel Taxes **Vote: 2/0** Ayes: McArthur, Sloane; Noes: None; Absent: Snell

## 8. Personnel

- a. **Consider Proposal to Increase Existing Instructional Assistant Position from .72 FTE to .75 FTE** *Discussion:* Principal Stocker (addressing both agenda items 8a. and 8b.) explained that increasing the Instructional Assistant position from .72 to .75 FTE and creating parity between classified and certificated staff with regard to the health and welfare benefit will help the District attract and retain more qualified employees. She said that reclassifying the position to .75 FTE will allow the employ to get the 100% benefit cap. Kate Lane said that given the increase in the ending fund balance, the increase is very affordable. Action: **M/S: Sloane/McArthur** to approve Increase in Existing Instructional Assistant Position from .72 FTE to .75 FTE **Vote: 3/0** Ayes: Sloane, Snell, McArthur ; Noes: None
- b. **Consider Proposal to Increase Annual Health and Welfare Cap from \$3750 to \$9524 for Classified Personnel as Reflected in Revised BP 4254 Exhibit** Action: **M/S: Sloane/Snell** to approve Increase in Annual Health and Welfare Cap from \$3750 to \$9524 for Classified Personnel as Reflected in Revised BP 4254 Exhibit **Vote: 3/0** Ayes: Sloane, Snell, McArthur ; Noes: None

## 9. Curriculum and Instruction

- a. **Common Core Middle School Math** There was discussion regarding the middle school Common Core math curriculum that was adopted by the Board last year. A trustee raised the concern about whether Nicasio School students are limited in their high school math options as a result of their no longer taking algebra 1 in 8<sup>th</sup> grade. She said that neighboring middle schools are still offering algebra 1, resulting in a large number of their graduates taking geometry in 9<sup>th</sup> grade. While supporting the concept of 9<sup>th</sup> grade algebra 1 in concept, the trustee expressed concern that if primarily just Nicasio School students are on that track, they

will not have the same subsequent math options as other students. Principal Stocker explained that some of the concepts previously taught in 8<sup>th</sup> grade algebra 1 have been moved into the Common Core Math 3 course. As a consequence, she said, algebra 1 in 8<sup>th</sup> grade would be a harder level than the District's students have ever had, and it would mean pushing all students into accelerated math starting in 6<sup>th</sup> grade. She said that whatever decision is made means putting all students in the same pot, and the District has a responsibility to make sure that every student succeeds. She added the District needs to ask itself how to meet its students' needs and offer an appropriate education. Noting that the UC system wants algebra 1 to be taught in 9<sup>th</sup> grade, Supt. Lohwasser said many districts countywide have already moved toward making 8<sup>th</sup> grade algebra 1 an exception. He offered to initiate a conversation between Drake High School and its feeder middle schools on this topic.

**10. Administrative/Organizational**

**a. First Reading of BP 4310 Paid Sick Leave for Limited Term Employees**

Discussion: Kate Lane explained that a new state law that took effect July 1, 2015 stipulates that everyone should be entitled to some form of sick leave, even if they are hired on an irregular basis, work under contract, or work additional hours.

*Action:* **M/S: Sloane/Snell** to approve BP 4310 Paid Sick Leave for Limited Term Employees **Vote: 3/0** Ayes: Sloane, Snell, McArthur; *Noes:* None

**11. Correspondence**

- a. 2014 California State Water Board Consumer Confidence Report for Nicasio School (Water System #2100582), Danielle Sturla, Jerry and Don Yager's Pump & Well, Jun 5, 2015

**12. Conclusion**

**a. Agenda Planning**

- i. Water System update

**b. Other Business**

- i. The trustees expressed appreciation to Michelle Rutledge for stepping up to fill the Board seat being vacated by Holly McArthur in December.

**c. Adjournment**

*Action:* **M/S: Sloane/Snell** to adjourn meeting at 6:15pm. **Vote: 3/0** Ayes: McArthur, Sloane, Snell; *Noes:* None

**Respectfully Submitted,**

***Mikki McIntyre***

Unadopted     Adopted

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**Madeleine Sloane, Clerk**