



NOVATO UNIFIED SCHOOL DISTRICT

1015 Seventh Street • Novato • CA • 94945 • nusd.org

PARCEL TAX OVERSIGHT COMMITTEE

MINUTES

February 7, 2024

5:00 – 6:00 pm

Conference Room #107

<u>TIME</u>	<u>TOPIC</u>	<u>PRESENTER</u>
5:00 pm	Welcome and Introductions Joshua started the meeting at 5:03 p.m. welcoming the committee and introducing his new Executive Assistant, Ann Marie Paparelli	Joshua Braff
5:10pm	Public Comment None	
5:15pm	Approve Minutes from Prior Meeting Tenesa Vuillemenot motioned to approve the December minutes, with a change to update the attendance list (Barbara R. should only be listed once, and Mary Louise was in attendance, but not listed) -- Barbara Granicher seconded the motion. All were in favor, none opposed.	PTOC
5:20 pm	Parcel Tax Committee (PTOC) Background & Review Documents <ul style="list-style-type: none">• Marin County Parcel Tax Summary 22-23 (revised 3.30.23)<ul style="list-style-type: none">○ We were behind, so now we are looking at 22-23 to be caught up fully• Parcel Tax Financial Summary Report 22-23<ul style="list-style-type: none">○ Page 2 shows the current year's revenue. One line is the parcel tax balance, followed by the deduction paid toward salaries○ Tina suggested that in future years, show what the cost increase will be with step/column adjustments and raises• Parcel Tax Update 2022-2023 Unaudited Actuals (UA)<ul style="list-style-type: none">○ The ending balance continues to be at 0 because whatever is leftover after goes to teachers' salaries○ There was a request for info on how to do local funding, which Joshua will discuss at a future meeting. Joshua's current understanding is that there are two categories: self-funded (requires more to pass, and has to go on already established elections), and community-funded (requires	Joshua Braff

less to pass, and can go on special elections). There may have been a new law passed

- Tenesa asked what “staff-step/column” means, and if we could put it in layman’s terms in parentheses? Joshua responded that it refers to Salary, and that yes, we could even further break that down into categories like library, certificated, staff, etc.
- Extensive discussion about class sizes (ours are growing)
- Barbara G. brought forth questions to consider when sharing this information: (1) Do all schools and students have access to everything listed in parcel tax, incl. alternative schools? (2) What about the number of secondary school counselors and their caseloads? Are they doing crisis or college counseling?
- Tina suggested that some of the info from the UA be put on social media. This is exciting news the community should see!
- Questions?
 - Second Interim for this year will be presented at next PTOC mtg
 - Alan asked if the auditors had any opinions on the 22-23 financials? Josh responded that the auditors have not returned them yet, but so far there are no problems. There is a plan to change auditors next year (which usually happens every 5 years)
 - Alan asked if the auditors focus at all on the Parcel Tax line? Josh responded that he’s curious about that as well and will ask.
 - Barbara G. asked for clarification on page 7 where it says “PREF ART?” Josh assumes it’s a typo, entered by the county, and that it should be Performing Arts.
- **2021-2022 PTOC Annual Report**
 - **2022-2023 PTOC Annual Report Brainstorming**
 - The group discussed what they liked and would change about the 21-22 report, for 22-23 report.
 - There were mixed feelings about the pie chart regarding its size and placement
 - Tenesa suggested instead of a pie chart, divide the page into what Parcel Tax actually funds
 - Suggestion to address some misconceptions the public has about NUSD budgeting
 - Extensive discussion on layout and content
 - Alan asked about how the report is distributed and suggested we come up with recommendations, including Chamber of Commerce, housing developments, rotary, realtors, etc. Joshua added that he’d like to ask Leslie about any current/recent past practices
 - Katey asked if once the draft report is created, if committee members could share and show others to ask if it makes sense? Mary Louise agreed and suggested each

member pick a neighbor or friend to get feedback from people who may not know about PTOC.

- For the 22-23 report:
 - Spotlight libraries on the back
 - Created and distributed on/around 2/15
 - Review as a committee on 3/6
 - Finalize and take to the Board on 3/19

5:55pm Review Future Meeting Dates Joshua Braff

- Next Meeting – March 6, 2024
 - This date works for all members in attendance
- Board Meeting – March 19, 2024
Present 2022-2023 Annual Report

6:00 pm Adjournment
Meeting adjourned at 6:09 PM

All Members in Attendance:

Barbara Roddie
Mary Louise Brannigan
Alan Harris
Barbara Granicher
Tina McMillan
Tenesa Vuillemenot
Katey McAuley
Diane Gasson
