Menlo Park District Council Meeting Minutes
Friday, January 12, 2018

In attendance:
Janelle McCombs, Erik Burmeister, Ahmad Sheikholeslami, Jammie Behrendt, Kristen Gracia, Laura Paul, Ashley Wagstaff, Amy Coolican, Singari Seshadri, Suzanne Watson, Carrie Chen, Gina Skinner, Willy Haug, Sharon Burns, Amy Kuhns, Stacey Wueste, Jody Buckley, Calla Griffith, Caryn Wasserstein, Kathy Orciuoli, Linda Creighton, Jenny Buddin, Christa West, Terry Thygesen, Caroline Bowers,

The meeting was called to order at 8:50 am by Janelle McCombs, District Council President.

Approval of November 2017 Meeting Minutes
Erik Burmeister motioned to approve the September 2017 minutes. Ashley Wagstaff seconded the motion. All in favor. Motion passed.

Treasurer's Report — Gina Skinner, District Council Treasurer

- December and January are busy months. Gina is still in the process of collecting dues from the schools.
- Taxes and filings have been the focus right now.
- Working on the 1099s for the District Council. Treasurers from each of the schools should also be preparing and sending theirs out.
- Please remind your PTO Treasurers that expenses for $600 and over that are paid out to non-compensation employees (like for certain speakers or events held at their school) might require a 1099. Reminders have been sent.
- Expenses to be reimbursed should be sent to Gina.
- Gina has also continued to resolve a delinquent issue from many years ago involving a past due RRF-1 filing.

Auditor's Report — Jill Vizas, District Council Auditor
Postponed due to illness.

Speaker Series Update — Singari Seshadri, Speaker Series Co-Chair

The big event is almost here! Sheryl Sandberg will speak on Wednesday morning, January 17th at 10am. The Event sold out in 15 minutes after tickets were released to the public. There were 395 available seats, 358 have been claimed. Signari expects it to be full house.

February 28 is the next event in the Speaker Series, with Michael Gurian, author and consultant. He will speak about the "Minds of Boys and Girls." This is a not-to-be-missed event. He is flying in from Oregon. Please show up and help get the word out.

Nomination of Joint Campaign Co-Chairs — Janelle McCombs, District Council President

Janelle reminded everyone that the District Council Bylaws were changed to reflect the need for the joint campaign co-chair position to be an 18-month position so the chairs can begin their role in the Spring in order to prepare for the Fall campaign.

Nominees are: Kathy Orciuoli & Caren Wasserstein

Calla Griffith moved to approve Kathy Orciuoli & Caryn Wasserstein for the position.

Gina Skinner seconded the motion

All in favor. Motion passed!

Superintendent Update & Q&A — Erik Burmeister, MPCSD Superintendent

Started with a big thank you to Jody and Calla. He reflected how much we all appreciate their legacy and noted that their impact on the district cannot be understated. We would not be the district we are without the efforts they have made. "You will be missed!"

The February 6th School Board meeting will be the 2nd round of open input community sessions around our long term financial plan and compensation philosophy. We are in a four year cycle. Eric really wants to make sure that the community remembers us even though we aren't out begging for money. We still want to be in touch.

Some good news is that property tax revenues continue to be strong. We have a healthy budget assumption about property tax. The California economy is strong and 2018 is projected to continue that trend. Governor Brown has proposed that, two years earlier than anticipated, he will be able to pay back education all of the money it has been owed since prior to the recession. State funding in our district is approximately 10% of our budget, so this portion will slightly increase.

Partnered with enrollment stabilization in our district, we are now better able to project expenses and spending. Eric mentioned the $2.2 Million in cuts, and pondered the potential impact this economic strength might offer. Do we save the money and extend the runway more than four years when we will get below our reserve limits? Do we bring back the smaller class size maximum? Do we offer cost of living increases to staff?

Last night, January 11, 2018, the "Zone of Innovation" was presented. The district needs teachers and interested families to participate. The program is looking at our resources to see how school could be done differently. The focus is on the 4th-8th grade vertical slice. Incentivizing teachers to be involved is being considered. This would be an opt-in program. The documentary "Beyond Measure" is an example of the kind of thinking involved, although not necessarily delivered in the same way as the movie portrays. This will be on the agenda of February school board meeting.

Continuous Improvement will be the Principal guided question today. The school surveys are coming in January. The March District Council meeting will look at the January survey/Feedback February data.

The 2018/2019 School calendar is still being negotiated and the plan is to present it to the Board at the February Board meeting. The 2018 start date window is posted on the District Website. School will start somewhere in the range of Aug 15-24. A link to high school calendar is also there and shows our general goal for the main holiday breaks.

Assistant Superintendent Report -- Jammie Behrendt, MPCSD Assistant Superintendent

- Academic growth and emotional wellbeing is MPCSD's focus.
- Staff is working on a universally viable curriculum to foster alignment in the grade levels.
- Teachers will have one place to access all of their curriculum maps and other information that they need.
- Assessments need to be of quality and be targeted to evaluate properly.

School Board Update — Terry Thygesen, MPCSD School Board President

This is Terry's fourth time as School Board President. She wants to encourage all of us to provide input in the coming months as we do long range planning. This planning will determine the future of our district. Terry is grateful that the financial pressure has eased. As such, MPCSD needs to determine if the budget cuts enacted are the new baseline or not.

Terry reflected that our schools have come a long way since her children attended Oak Knoll. She feels that what we do sets an example for neighboring districts and that we need to do the absolute best we can for our kids in hopes that what we do may become the standard for all kids. Terry wants to hear from everyone and hopes people will think big and provide feedback.

Chief Business Officer Update — Ahmad Sheikholeslami, MPCSD Chief Business Officer

Department focuses on:

- Payroll
- Budget
- Facilities
- Emergency Preparedness

Continuous Improvement is our goal. We create and rely on our systems and procedures. We reflect on issues and mistakes, make improvements, and are always aiming to get it right.

Joint Campaign Debrief — Jody Buckley & Calla Griffith, Co-Coordinators

Things are moving forward and will be transitioning over the next couple of months.

The Fall campaign planning begins now. The goal is to avoid volunteers having to work on the joint campaign over the summer in August and have planning complete in June.

Calla called on the PTO's Leadership to collaborate. The more collaboration that the PTO can give, the better things will work.

Caryn Wasserstein: Is hoping principals and PTO Vice Presidents this year can get membership chairs on board in the Spring. Getting membership involved earlier will help the campaign go smoothly.

MPAEF Update — Stacey Wueste & Amy Coolican, MPAEF Co-Presidents

- MPAEF Auction is on Saturday, March 10, 2018 at the Hiller Aviation Museum.
- Ticket sales will open on Monday, Jan 15. Many tables have already been sold.
- Hired a professional auctioneer: The Foodie Chap: Liam Maklom. He does St. Raymonds auction and has great ideas.
- Fund a Need will be "Inspire Innovation" to implement a STEM lab in each school.
- Auction Items are being collected by a 20-person team. Donation deadline is January 26th to accommodate catalog printing time.
- There will be no online auction before the event and everything offered at the event, except teacher hosted parties, will first be available only at the auction event.
- Volunteers will be needed at the event.

- The MPAEF auction is particularly important this year because we did not make the fundraising target during the parent campaign.

The MPAEF grant target for the 2018-2019 school year is $3.7M. The Annual Parent Campaign has raised $3.304M so far this year, which is 96% of goal.

School Updates

This month's guided question relates to how each site is focusing on continuous improvement.

Encinal — Sharon Burns, Principal

- For Feedback February, Encinal gathered feedback on feedback itself.
    - The site specific questions in the survey were voted on by teachers.
    - Students, Parents, Staff all have shorter surveys in response to feedback from last year's survey that people wish the survey was shorter.
- Continued focus on being community members in our school
    - Focus on Talk It Out skills

Hillview — Willy Haug, Principal

- With regard to survey feedback:
    - A SEL survey was conducted which revealed that Hillview students don't feel they get enough guidance when they are stressed. In addition, students didn't feel the character education program was impactful enough. This year they changed the program to be focused on Mindfulness (breathing exercises, being present, meditation).
    - Administration share teachers' individual results with them.

Laurel — Ellen Chraska, Assistant Principal

- One of most significant ways our teachers work together is through the Professional Learning Community (PLC) time. There are three ½-days of PLC time per year
    - Teachers come up with actions based on their conversations
- Teachers college conference format is used.
    - Conferences with students provide compliments, teaching points and goals for the next conference.
    - Linda & Ellen provide "Noticings, Wonderings and Awesomeness" based on classroom observations.

Oak Knoll — Kristen Gracia, Principal

- With surveys going out on Tuesday, Oak Knoll thinks about what to do with the feedback. Kristen shared examples from last year's survey takeaways.
    - The student survey last year revealed that student's felt yard duty wasn't fair/consistent. Oak Knoll conducted restorative practice training sessions with lunchtime yard duty.
    - Girls reported that its difficult to enter basketball games on the playground. The games were being orchestrated by boys who had pre-formed teams. A defined

space was created where kids who want to enter games can stand to let the court know they want to join the game.

- The spirit of continuous improvement is spreading. Feedback is going both ways:
    - Students are providing feedback to teachers.
    - Students are meeting with Kristen.
    - Parent partnerships are happening.
    - Colleagues are collaborating.

Adjournment -- Janelle McCombs adjourned the meeting at 10:21am.

Next District Council Meeting will be on Friday, March 2, 2018 at 8:45am in TERC A&B

March snack: Oak Knoll
May snack: Laurel