

## **Menlo Park District Council Meeting Minutes - November 6, 2015**

The meeting was called to order by District Council Co-President, Erin Reyes at 8:50am.

Motion to pass October minutes – Deanna Schroder makes a motion to pass minutes. Erin Reyes seconds motion. All in favor. Motion was passed.

### **Treasurer's Report - Gina Skinner**

**Total funds available as end of October - \$14,279.57.**

- in October, liability insurance was reviewed and paid.
- Deadline reminders for the December 15th income tax refunds due date were sent out to the PTOs.
- reminded PTOs of RRF form December 15th deadline.

### **Budget Report- Ahmad Sheikholeslami**

District has grown by over 900 students from 2005 which is a 40% increase. With the enrollment growth, expenditure has been increasing. A 2009 enrollment projection study showed the district enrollment peaking and going down by 2017/18. Measure C Parcel Tax was passed in 2010 which lasts for 7 years. Measure C was intended to get us through the peak but the latest study shows increased growth over the next decade.

Total expenditures exceeded revenues in 2014-15 by about \$1.2M. Property tax base only counts for 56% and our cost per pupil is 87%. The additional expenditures were needed to meet the needs of our educational programs and is part of a deficit spending plan to reduce the Fund 17 (Parcel Tax) reserve level. Most recently, expenditures due to enhancement in education programs and investment in technology are exceeding revenue because we have had a reserve. Per pupil expenses, psychologists, professional development etc have all increased.

The projected balance in Fund 17 for 2017/18 is \$1M, much of which is set aside for Curriculum Coordinators. The fund will not sustain the operating deficit after 2017/18. In the coming years, the District will need to balance the budget and maintain an acceptable reserve level. To maintain a minimum reserve level of 10%, the District must consider renewing the Measure C parcel tax and perhaps increase the level of tax and/or reduce future expenditures.

## Results & Benefits of Increased Investment

- Every child achieves academic excellence
- Every child is emotionally and physically stronger
- every child discovers and grows their talent

## Actuals - unaudited:

Excluding one time revenues, the District's revenue for 2014-15 was \$38,089,792 - 56% from secured property tax, 6% from other property tax, 17% from parcel tax, MPAEF 9%, fed & state funding 8%, 2% other local, and 2% Interfund transferred- in from Fund 17.

87% of the school district's expense comes from employees and resources, 13% is from books, paper, other school supplies and operating costs.

Understanding the deficit. We balanced the budget by using reserves drawing down of Fund 17 balances.

- pension and health and welfare will be a big hit for the future. Cost of typical teacher's average salary is \$101,800.
- Pension plan - we are part of STRS/PERS (State Teachers' Retirement System/Public Employees Retirement System)
- CA State Legislature has passed an increase to the pension program by 12% over the next 6 years.

Our reserve levels will be too low after we spend all the Fund 17 monies.

Next steps are strategic planning and long range financial planning.

## **MPAEF** - *Suzannah Hill, Executive Director*

Final day of the Annual Parent Campaign which makes up 80% of MPAEF funds.

Principals sent out reminder emails to parents this week.

Curbside presence at all 4 schools. Contributions in this week are nearly at \$600,000.

As of 9am we have \$2,995,000 - about to 90% of goal. Goal was \$3.4.

Auction revenue is down - usually brings in \$500,000 but over the last few years it has only been around \$300,000.

## *Second Update -Calla Griffith, Co-President*

- At 10am we crossed the \$3m mark. Only \$346,000 to go.
- During the minimum week we ran the Dine out with Schools fundraiser which was very successful. Planning on doing it again in the spring.

- On Tuesday - Philanthropic and Donation Reception at Menlo Grill - was in the newsletter so many new parents came.
- Next week- Holiday Boutique at Allied Arts - Thursday night and Friday all day.
- Close of Campaign today - we are now at about 70% of participation. Some of the philanthropic families are still coming in. This is \$3.3m of the total of \$3.6m.

## **PTO UPDATES**

### **Oak Knoll** - *Stephanie Chen, PTO President*

Budget - Total Membership Income - **\$186,000** which is \$247 per student (total student body 741 students.)

Corporate matching slightly under goal - at \$4,632 - goal was \$6,000.

Total **PTO Expenses** - **\$199,625** - largest expenses are field trips and bus expenses at \$57,500 and outside programs at \$42,000 (*Walk through California.*)

The deficit is made up by any revenue generated from Noteworthy Art and Spirit Wear. There was some rollover from last year.

### **Encinal** - *Jill Vizas, PTO President*

Budget - Total Membership Income - **\$161,020** which is \$210 per student (total student body 765 students.)

Book Fair Income - \$6,130 (not yet final).

Total income for 2015-16 is **\$208,192** which includes some carryover.

**PTO Expenses**- the largest expenses are field trips and bus expenses at \$60,000, and classroom supply grants - \$19,200. Outside programs & assemblies at \$18,000 (*Walk through California.*)

### **Laurel** - *PTO President, Wendy Horton*

Total family membership contributions - **\$112,000**. Corporate matching is currently **\$5,000**, which is 50% of goal at 10,000.

Laurel hold 3 PTO fundraisers - Pop Pop Read a Lot, Sweetheart Bake Sale and the Book Fair - this brings in 17% of PTO revenue.

**PTO Expenses** - 51% goes to Curriculum enrichment (field trips and classroom library).

- 32% Campus and Classroom Enrichment (classroom supplies, lunch time clubs, recess program from Riekes Center.)

- 6% - Community Building - (Art Show, Fall Family Picnic, Spring Fling, Math Night etc.)
- 2% - Communication
- 3% - Staff Support
- 2% - Fundraisers
- 3% - Administration

**Hillview** - *Kate Kennedy, PTO Co-President*

Total PTO Membership Funds as of November 6th is \$183,282 from family donations which is 98% of goal.

Hillview has a number of pass throughs in the budget which include:

- \$130,000 -Afterschool Sports and Activities
- \$38,705 - Academic Enrichment and Program support
- Music Program
- Principal's Discretionary Fund
- 8th Grade Graduation Party
- 8th Grade Class Gift

**School Updates**

**Oak Knoll** - *Kristen Gracia*

**Highlights**

1. Book Fair - international theme which was connected to school theme. Decorated with flags representing every student and family (country of origin) with many different countries represented. Family night at book fair - English learners teacher hosted all the English learner families with a dinner of pizza beforehand and each family got a certificate to book fair. 99 people came to the EL event and everyone left the EL event and went to the book fair.
2. Teachers working with Embracing our Differences theme. Lessons about skins color and abilities.

**Hillview** - *Willy Haug*

**Highlights**

1. Mini course registration has been going on this week. Mini Course team coming

in to help sort the students requests.

2. Recently Hillview was Designated an Apple Distinguished School - meet with Apple's Education arm.
3. Tempest the autumn student drama will be performing this weekend. Music Man will be the musical for the Spring.
4. 6th graders have completed their Digital Driver's licence and will be taking home iPads for the first time.
5. Science Dept went to Reno for the National Science Conference - switching to Next generation science standards. Content is being moved around a bit.
6. Parent Ed Series- Part 1 - Raising your Teens without Losing your Minds by Erik Burmeister. Part 2 is going to be held next week - November 18th @ 6:30pm
7. Feb 24th - Julie Lythcott-Haims, author of How to Raise an Adult is coming to speak.

### **Laurel** - *Ellen Kraska, Assistant Principal*

Ellen introduces herself. For the last three years, Ellen has served as an instructional coach in the Palo Alto and Los Altos School Districts. Prior to that, she was an Upper Elementary teacher for 8 years in Los Altos.

### **Highlights**

#### Cohesion Committee

Laurel School is committed to make the two campuses feel like one school. A Cohesion Committee with 20 adults (PTO members, teachers) and student voices have come together to brainstorm what to consider as we move forward with our two campuses next year.

Committee held 1st meeting last week and have been thinking about the school structure.

- How will things work next year with for example: Back to School night, Halloween Parade, the Book Fair, and the upper and lower grade buddy system work.
- How will the PTO function with two campuses.
- Next meeting will be working on a clear plan for these issues next year.

#### Education Models

Laurel is looking at 3 different education models to help make sure the students educational experience is the same across both campuses.

1. International Baccalaureate Model
2. Project Based Learning
3. Design Thinking- 2nd and 3rd grade classrooms working to design ways our

schools can stay connected.

Teachers decided to prototype these models. 3rd graders have begun working as well on the process. Students are thinking about what is important to have in the Plaza. Students took field trips and have come up with designs and they presented them to the community, parents and architects. By prototyping these models we are working to build student confidence, impassion teachers and reach out and involve our wider community.

**School Board** - *Maria Hilton, School Board President*

Update on enrollment projections

- Master projection planned for 33,000 students and we had anticipated that we would be plateauing by now.

Long term Financial Plan

- Considering renewing the Parcel Tax Measure C was meant to be a sunseting parcel tax.
- What do we need to do in consideration of the parcel tax.
- Student and staffing ratio - placing value on instructional research and coaching.

Strategic Directions

- Are their opportunities for the electorate to weigh in on any additional services and programs that we should be doing.

*Maurice Ghysels, Superintendent*

1. Please note that the November 19th the Strategic Directions will be an all day meeting.
2. Takes pride in our district being: creative, innovative and visionary. We are really going out and looking at different and new things. We are leading.
3. Great week Calla! Thank you! I appreciate everyone in the room and all that we have to be thankful for.

**Meeting adjourned at 10:15am**

Next District Council Meeting - Friday, December 4th, 8:45am, TERC

December Snack – Laurel

