

Menlo Park District Council Meeting Minutes – September 4, 2015

In Attendance:

Aarti Chandna, Erin Reyes, Maurice Ghysels, Maria Hilton, Al Hart, Erik Burmeister, Willy Haug, Sharon Burns, Kristen Gracia, Linda Creighton, Deanna Schroder, Gina Skinner, Diane McGrath, Calla Griffith, Alka Gupta, Susannah Hill, Kate Kennedy, Michelle Box, Stephanie Chen, Janelle McCombs, Claire Burks, Jill Vizas, Wendy Horton, Jessica Meeks, Joe La Cava.

The meeting was called to order by District Council Co-President, Erin Reyes at 9:00am.

Attendees introduced themselves, mentioned their children and grades/schools they attend.

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

Treasurer's Report (Gina Skinner)

Gina Skinner gave a summary of the District Council Budget for 2015/16. Total funds available \$9,309.86. Current Cash balance \$234. She also stated that the www.mpcsd.org website is to be updated with a link to the District Council Budget.

Bylaws

Michelle Box made a motion to change the bylaws to remove the following clause located in **Section VII, item F** as this position has moved to the MPAEF organization.

RUN Coordinator. The RUN Coordinator is responsible for leading a team of representatives from each of the Member PTOs and the MPAEF to execute the district-wide 5K family fun run. The RUN Coordinator will recruit and staff teams responsible for race logistics, marketing, sponsorship and any post or pre-race associated event. They will also assist the Member PTOs in recruiting school race ambassadors. Working with the Co-Presidents, the RUN Coordinator will establish a race preparation timeline and a profit distribution plan.

Jill Vizas seconds the motion. All were in favor. Motion was passed.

District Updates

Organizational Roles & Responsibilities (Maurice Ghysels)

Maurice Ghysels discussed the main purpose of the District Council. District Council is made up of key parent leaders and staff leaders. Our primary purpose is to share information – talking, listening,

questioning. We are a group of collaborators – each of us individual ambassadors working towards a common goal.

Dr. Ghysels reported on the hires and changes at the District Office:

- Joan O'Neill is the new Human Resource Manager she replaced Kathryn Christopherson.
- Jennifer Kollmann is our Director of Curriculum and Instruction
- Sandy Pugliano is our new Data and Assessment Coordinator
- Ahmad Sheikholeslami is our Chief Business and Operations Officer (CBOO) who oversees Jill Frederiksen, our Director of Fiscal Services.
- Erik Burmeister is new Asst. Superintendent. In Maurice's absence, he is number one! He oversees Joan O'Neill, Jennifer Kollmann, and Sandy Pugliano.

- Willy Haug was hired as Principal of Hillview Middle School as well as Mary Martin who was recently hired as Assistant Principal.

- Ellen Kraska was hired at Laurel in the Assistant Principal position.

Strategic Directions 2016-2022 (Erik Burmeister)

Over the next 4 months we will be engaging in conversation with our school community on what we will be focusing on for the next 6 years.

Our Core Values and Goals are:

- Teaching & Learning
- Talent
- Wellness
- Technology
- Vertical Experience –which the newest addition to our goal will incorporate more early learning opportunities for families i.e. preschool type programs from age 0.

We are going to design think and imagine what it would look like to reach out to other districts like Ravenswood etc. Rethinking the quality of education that we want in our community. We will have discussions with Menlo Atherton High School on what would a virtual K-12 experience be like.

Engagement dates include a Parent/Community Input Session and a Site Council Input Session at Laurel, Encinal, Oak Knoll and Hillview over the next two months. Principals and Site Council presidents will be facilitating these meetings. There will also be an evening session at Hillview for parents who want to get involved, a special outreach for English learner families and Tinsley families.

Maria Hilton asks “how is it different from the regular/past strategic planning process?”

Erik says that usually these strategic reviews are conducted by outside groups that are paid to ask these questions. This will be a living room conversation. What do we want to create for the next 6 years. It will be much faster, less corporate and much more efficient.

Because we have an LCAP, we are moving toward an accountability model that requires more input and feedback from community. An LCAP is a Local Control and Accountability Plan which means every California school district, county office of education, and charter school must have a 3-year plan on how the district plans to spend its state funding and serve all students.

We will vote on the strategic directions at the December board meeting.

Alka Gupta, MPAEF Co-President asks if this will be implemented in phases?

Erik Burmeister - There is no framework right now. Plans will take shape after bringing the strategies to the board. Plans that take multiple years will surely be in phases. Right now we are trying not to get caught up in the operations. Our design thinking should be completed by November 5th. Then Nov 5-Dec 9th – Board will look at ideas and the strategies will be formulated.

Maria Hilton– states that the strategies will keep us accountable for what directions we as a board will end up going in. Thinking about District goals and staying on track.

Smarter Balanced Assessment Test

Erik Burmeister shares that the Smarter Balanced Assessment Test results will be available on September 9th. On September 21st parents will receive their SMA test results in the mail. The formal report to the board will be in October.

Website: School Wires- (Al Hart, Director of Technology)

District and school web sites will be moving to the Schoolwires content management platform in January. There will be new content with a new look and refreshed brand. Will work on any device – pc, iPhone, iPad, Android.

Timeline:

September- working on templates and brands that will look new and fresh.

October - team will begin training staff for migration the content.

November –600 pages of current content will be moved over from old Fusion site to new site. Data will be cleaned up. Keeping only what is relevant.

December - final tweaks and social media changes.

January 3, 2016 - new website will be Live.

Laurel Upper Campus Update: (Ahmad Sheikholeslami)

Broken ground and concrete has been poured. Structural beams will be installed Oct/Nov before rain. The campus has a modern design with landscaping to make it friendly. It feels more Googleesk with more open spaces, very airy and light feel on the second floor with an atrium stairway and all the classrooms opening up into collaboration spaces. Similar to all the other schools just arranged in a different way.

Goal is still to open in Sep 2016 – hopefully weather will allow. Concern over completing certain sections of building before El Nino rains come.

School Updates

Laurel School (Linda Creighton)

- 100 more students at Laurel this year. Working on flow of school. Morning/Afternoon drop off procedures a little chaotic. More students – 60-80 on neighborhood buses. 25 of them going to East Menlo Park.
- Laurel has three new 4th grade classrooms now. Great team of dynamic teachers, great partners.
- World Language Program – 40% single subject teaching Spanish to students that are in our English only classrooms. World language bulletin boards in classroom and monthly World Language events will occur.
- Cohesion Committee has been set up to make the two campuses more cohesive to make sure the school stays and feels like one unit across two campuses.

Oak Knoll (Kristen Gracia)

Oak Knoll has had a smooth start to school. Happy to have all the kids back on campus. No criers in Kinder – one parent crier. Well adjusted students. Currently meeting with site council to go over goals. Build all goals around our mission.

Have begun a new World Language Program –

Oak Knoll is starting with 5th graders. 3 times a week they will have interactive lessons with kids practicing and talking language skills with an accredited Spanish teacher. The K-4th students will be provided monthly Spanish experiences that will be apart of this new World Language Program. The Morning broadcast will also incorporate Spanish with-students doing the weather and singing songs in Spanish.

Connected Learning is Oak Knoll's theme this year.

Growth mindset and compassionate – connecting to each other in 1st Trimester.

Trimester 2 will be connecting to local Community

Trimester 3 - Connecting to the World.

Oak Knoll has invited staff to think about multiple subject credentials and teachers have been splitting curriculums and working together.

Professional Development Dream – asking teachers what is their dream, their passion, what they need or want to make their dream happen.

New PTO give away this year to increase giving will be a Spirit give away. If parents donate any amount by Sep 10th kids get to be Principal for a day, they will receive a parking spot for 3 events and the whole family will be outfitted in spirit wear.

All the schools are holding a similar type of raffle to increase donations.

Encinal School (Sharon Burns)

Have been collaborating on the World Language Program with Laurel and Oak Knoll. Spanish will be offered to Kinders 4 days a week with an accredited Spanish teacher.

BTSN was held last night and was heavily attended.

Encinal's Themes for the year are

- Empathy
- Gratitude
- Teamwork

Hillview Middle School (Willy Haug)

Great Luau kicked off the beginning of the school year. Camp Hillview was big hit with 6th graders transition. Student population is just a hair under 900. Have added new staff to plan for growth.

Hillview will be rolling out the 6th grade iPads this week. Students will work towards receiving a digital driver's license.

New Wifi platform has been installed at Hillview which is much faster. Also looking to possibly roll out the NearPod app for interactive lessons.

Lunch Clubs and Sports have begun.

ASB (Associated Student Body) is planning Friday activities in the quad to boost school spirit. They went to Disneyland this summer.

Hillview has changed it's point system for School Spirit Awards. Instead of points being collected by each grade level, each Academy will accumulate points and vie for the win. Points will not roll over but will be reset to zero at the end of each trimester.

We are looking forward to BTSN on Wed September 9th.

Hillview's theme this year is –We Got Game!

- Curious

- Humble
- Playful
- Deliberate.

PTO Co-President Kate Kennedy spoke - Year off to great start. Families enjoyed Luau – VPs put on luncheon for teachers. After our PTO drive we have 85% participation. Drawing done at meeting via Random.org and Laurel Holman won standup paddle board lessons and a parking space.

MPAEF (Aika Gupta & Calla Griffith)

Held first board meeting after the summer. Back to School new family socials going on. 1st one went well – 3 more to come in the next two weeks.

Calendar will be coming out – but keep in mind Oct 7th – major event of the Fall – Design Thinking Event in Hillview PAC.

Thank you event for the Donors is being hosted again at Menlo Grill.

MPAEF Strategy of the year-

1. Inclusiveness
2. Expanding way we get revenue – diversifying.
3. Clarify MPAEF brand
4. Internally become more operational, more efficient, and scale time, respect our time.

MPAEF Theme is **Investing in Education Together** – banner will be coming up.

New this year we have joint campaign lawn signs for the schools with the following slogans:

1. **Arts** -*When we support the arts through MPAEF, our students can express themselves.*
2. **Sciences** -*Be the spark of something amazing. Keep science flowing.*
3. **Innovation & Technology** -*When we invest in MPAEF we open our students' minds to new and better ways of doing things.*
4. **Guidance and Wellness** – *Your donation helps to support the whole child, inside and out.*
5. **Teachers** -*Support 32 additional best-in-class teachers and credentialed specialists by giving to the MPAEF.*
6. **Libraries** -*Keep our libraries full of books and our students full of ideas.*

Are You In Campaign Kicks off next week. Still the color orange for the collaborative campaign. Which kicks off Tuesday after Labor day. MPAEF colors are red and blue.

School Board (Maria Hilton)

One update - Menlo Mandarin Immersion Charter school had 180 days to appeal the county's denial of their petition. The state has not received an appeal from them so they will now not be able to offer an appeal.

District Council Co-President (Erin Reyes)

One last note - We still need a Programs Coordinator for the Parent Education position on the District Council.

Erin Reyes adjourns the meeting at 10:15am. The next meeting will be held on Friday, October 2, at 8:45am TERC.

October Snack - Oak Knoll, November Snack - Encinal