

Menlo Park City School District Council

Meeting Minutes

September 8, 2023

Location: MPCSD TERC, 181 Encinal Ave., Atherton, CA

In attendance: Jill Vizas, May Matsui, Andrea Nudd, Allison Jagtiani, Kristen Gracia, Parke Treadway, Sharon Burns, Danielle O'Brien, Alicia Heneghan, Alicia Payton-Miyazaki, Carrie Chen, Jen Baskin, Allison Carlson, Sarah Sobel, Erin Reuther, Melitta Stevens, Meredith Nonnenberg, Francesca Segre, Krista Rosa

8:45 to 9:15 — District Council Business

8:45 AM Call to Order - Kirsten Gracia, Superintendent

Welcome - Jill Vizas, DC President

- Introductions — The members of the District Council in attendance introduced themselves.

Approval of June Meeting Minutes -May Matsui, DC Secretary/Parliamentarian

- Andrea Nudd motioned to approve; Allison Jagtiani seconded. The Minutes are approved by vote. Motion passed.

Treasurer's Report and Budget Recap — Jill Vizas, DC President

- The current treasurer, Raymond Win was absent, thus Jill gave a re-cap of the budget. The PTOs are responsible for the DC due of \$1500 this school year, and MPAEF's due will remain at \$250.

Financial Audit Report — Andrea Nudd, DC Auditor

- Everything is in line, no discrepancy in GL vs bank account (Comerica), did exceed the budget expense due to the video, still ended the year in positive.

Speaker Series Update — Parke Treadway, MPCSD Public Information Officer

- Parke gave an update on behalf of this committee. Hillary Allen is doing it on her own right now, and there is a vacancy for a co-chair. She is looking for a partner-co-chair. Oct 3rd is the first event—Belonging. Parke & Kirsten also work closely with this committee. Focus is on quality not quantity of events. There's a need to be mindful of timing/topics; with one event per year to be in house expense and core focus is on expertise.

9:15 to 10:10 — Updates

Superintendent Update and Q&A – Kristen Gracia, Superintendent

- This group is important, what is the purpose of District Council? Building the school community and leader of the schools is the goal/purpose.
- Focus on problem solving by sharing what is needed for the group here. Trusting each other and hoping this meeting is a safe space for all to be honest. The ideas that end up here will help solve the problems of the community.
- Jill took notes and will craft those notes for future agendas for collaboration for the district as a whole. Just want useful, constructive suggestions/conversations that add value.

Principals & PTO Reports: “Back to School” edition.

- **Topic:** In the spirit of collaboration, what is one challenge you foresee this school year that you would like to discuss, problem solve, and brainstorm with the DC at a future meeting? Share-Around: Encinal, Hillview, Laurel & Oak Knoll Schools

Encinal PTO update–Allison Carlson, PTO President

- Traffic and carpool is a constant issue, kids are coming from far away from school. PTO is partnering with Saferoute but are there any good tips/ideas to connect neighbors and encourage carpool/biking. Per Oak Knoll, Alicia Payton, their school has a bike/bus to school meet up at the park. Kirsten can help find a solution; she has a google map of all the kids that goes to Encinal. Kirsten is researching with the district registrar to get data on where kids lives to help with traffic.
- Encinal’s 2nd topic–They need more volunteers to help with OCC. OCC reps at other schools are at everything. Encinal PTO needs more OCC help. Per Jill–back in the days there were Membership Chair that help with MPAEF. People volunteer because it’s a short-term commitment in the beginning of the school year. Maybe sell it more, but Encinal lost their OCC Engagement Chair this year. Volunteer recruitment is a challenge still.

Laurel PTO update–Erin Reuther, PTO Co-President

- Volunteering shortage– especially with Hotlunch. Kirsten is currently researching what other schools in the Bay Area are doing. Parents in San Carlos do bulk order for hotlunch. We also have paid staff to work Hotlunch (Debbie Rice), what is creating a lot of work in hotlunch. Can we eliminate the busy work? Sequoia USD does bulk order. How can we do better with Hotlunch? Per Kirsten–the current model that we have for hotlunch is a tedious work, how can we improve in these areas by doing bulk order.

- Per Allison J., Encinal used to have a Hotlunch “day lead” and is in charge of those days and include the lunch helper.

Oak Knoll PTO/Principal update—Alicia Payton-Miyazaki, Principal

- Traffic is a concern. Encourage parents to walk kids to school but need to educate the parents on where to park. Neighborhood neighbors are complaining. Older kids are not following the bike safety rules, especially when trying to get to the bike rack. The signs were made regarding the bike/walk signs. Clear and kind message.

Hillview PTO update—Sarah Sobel, PTO Co-President

- Hotlunch and Volunteer fatigue. There is a new PTO Board position called Parent Connection. Scholarships are another need at HV, especially in sports. Jill suggested asking the vendors to offer scholarships. Encinal and Laurel have different models with vendors.
- Messaging at HV has changed. HV is looking at the data on which parents want to be connected. The volunteer interest form might help with finding more volunteers.

9:48 AM

One Community Campaign Update — Krista Rosa, OCC Co-Chair

- OCC is off to a sluggish start. The participation % is down, so is dollar. 2019–18.3% , 2021-14.2%, 2022-20%, 2022/2023 18.7%, this year MTD 2023 11.7%. Why is participation down? There are 5 fewer weeks in the campaign than from prior year. We condensed the campaign, the last of the BTSN was last night.
- 100% participation is the goal.

10:04 AM

School Board Update — Francesca Segre, School Board VP

- Headlines: Volunteers, parking, community buildings are always on her mind. She would choose community building over parking. The Board is sensitive to these things.
- There is a system in place for school board agenda, but you can have 1:1 conversation with Kirsten/Francesca before it goes to the board. Headline-Parke has an amazing newsletter regarding the board agendas.
- Big thing-TK boost student population. Board approved security analysis to identify staff belongs on campus/checking ID. Wayfinding signs at schools are great for security. Campus Monitor is new with the schools this year on campus.

- Last Board meeting they discussed that they got state funding for aftercare program for Newton. \$550,000 dollars—grant from state for extended days for 50% of kids at low-income level, so a lot of kids are able to stay extended days.
- Mission & Visions—enrollment update, developments being built add moneys to school districts and that money is used for new kids/TK,etc. Building new buildings pay for new kids at school. History/Social Studies course adoption is coming up. Coleman Avenue—trying to make that street safer for kids.
- School board is here for PTO members. Agenda items for the board are state mandated items, but open to adding new items to agenda.

10:13 AM

Superintendent update---Kirsten Gracia, Superintendent

- The board is not allowed to meet unless in public. The full board cannot be in the meeting without the full group. Kirsten has 1:1 with the Board once a month. This is how the school board operates in a public setting. Board is bound by their structure and need to meet annual compliance. Enrollment report is public on the agenda. All board agenda items are already posted a week in advance before the meeting.
- Reporting on our safety measures at the next board meeting, such as campus monitor, ID badges, etc.
- Kirsten will also report on Higher dollar agenda items, such as security gates on campus, etc.
- Belonging is the state goal, with emphasis on belonging, focusing on academic goals and strategic visioning.
Back to business—all about academics, social-emotional learning, refreshing to be back.

10: 21 am Adjournment

Next Meeting Date: October 27th, 2023