

**APPROVED**  
**MINUTES OF THE**  
**MENLO PARK CITY SCHOOL DISTRICT SCHOOL BOARD**

October 8, 2007, Regular Meeting

Board Room  
District Office  
181 Encinal Avenue, Atherton, California

**CALL TO ORDER AND ROLL-CALL**

The regular meeting was called to order by Board President Terry Thygesen at 7:03 p.m. All Board members were present as well as members of the Administration and Community.

**REVIEW AND AMEND THE AGENDA**

It was the consensus of the Board to move Agenda Item VI. d., *Report on Development of Preschool Program*, to follow Agenda Item V., *Superintendent's Report*.

**COMMENTS FROM THE AUDIENCE**

There were no comments from the public.

**CONSENT AGENDA**

The following items were approved under the Consent Agenda:

1. School Board Regular Meeting Minutes of September 11, 2007
2. Vendor Warrants – September 2007
3. Classified Personnel Assignment Order:
  - Employment as follows: Aidee Torres, Paraprofessional, 2.1 hours daily, effective 10/8/07
  - Resignation as follows: Edward Smith, IS Support Tech I, 8 hours daily, effective 9/28/07
4. Resolution 07.08.5 Budgetary Increases and Transfers
5. Resolution 07.08.6 Authorizing Participation in State of California CAL-Card Program
6. Resolution 07.08.7 Budgetary Increases and Transfers Fiscal Year 2007/08
7. Agreement with Susanne Sutherland for Services as Communications Consultant

It was moved/seconded (Rich/Ives) and the Board voted unanimously (5/0) to approve the Consent Agenda as presented. A roll-call vote was taken for Resolutions 07.08.5, 07.08.6 and 07.08.7.

**SUPERINTENDENT'S REPORT**

The Superintendent updated the School Board on the following:

- Superintendent Ranella presented a District Enrollment Report which compared enrollment as of September 4<sup>th</sup> to that of September 28<sup>th</sup>, and current enrollment figures (2,322) with those projected by the District's demographer (2,334)
- Superintendent Ranella reported that Encinal School was recently selected as a National Blue Ribbon School and will be awarded the honor in Washington, DC in November. The National

**SUPERINTENDENT'S REPORT** (continued)

Blue Ribbon Schools Program honors public and private schools that are either academically superior or that demonstrate dramatic gains in student achievement. Superintendent Ranella also noted that Encinal School received the California State Distinguished School Award in the spring of 2006. Encinal was among 24 public schools in California, 237 public schools nationally and 50 private schools in the United States that received the National Blue Ribbon Award.

- Superintendent Ranella reported that there has been a change in the assignment of attorneys for the District by the Office of County Counsel. Tim Fox is now Counsel for the District and Amy Armsby is Counsel for District Special Education issues. Superintendent Ranella also noted that billing for services of the Office of County Counsel is based upon a three-year average. The District is currently reviewing these costs as it may be appropriate to charge some of them against the Bond Construction Program.
- Superintendent Ranella said that the District Communications Consultant Susanne Sutherland has begun her work. The District's Community Report, focused on "the Bond at Work," is one of her priorities.
- Superintendent Ranella reported that the Menlo Park-Atherton Education Foundation (MPAEF) has several activities scheduled, including the Scholar's Circle Dinner that he attended on October 3, "Show and Tell" at Hillview on October 10, and a Dad's Monday Night Football Evening on October 22. It was also noted that Ambassador's Training is planned for October 9 and October 11; and Donation Day will be November 9.
- A \$100,000 donation to the District from SummerHill Homes was acknowledged by Superintendent Ranella.
- Superintendent Ranella reported that a meeting of the Strategic Plan Steering Committee is being scheduled, and said that he hopes the 2006-07 Committee will be able to continue for 2007-08. This Committee drives the work and priorities that will be reflected in the District Operational Master Plan which is currently under development.
- Mr. Ranella said he plans to attend a Tinsley Superintendents' meeting at the San Mateo County Office of Education on October 10.

**REPORTS/DISCUSSION ITEMS**

**REPORT ON DEVELOPMENT OF PRESCHOOL PROGRAM**

Student Services Director Olivia Mandilk presented an overview to the Board regarding the development of services for Special Education students in the District's new Preschool Program. Ms Mandilk thanked Facility Program Manager Ahmad Sheikholeslami for progress being made on the specialized facility that is under construction on the Laurel School campus. Most services for preschool students were previously contracted to Non-Public Schools or to the San Mateo County Office of Education, however, the District's Special Education staff is developing necessary services to meet the needs of preschool children with disabilities. The program will run Members of the Preschool team, Occupational Therapist Brie Weinand, Inclusion Specialist Diane Matthews, Lead Classroom Teacher Jo Camper and Psychologist Lisa Walton, each introduced themselves and shared their background with the Board. Ms Mandilk acknowledged a donation of \$3,500 for playground equipment for the new Preschool from Kiwanis, and noted that an additional \$3,500 will soon be donated by Kiwanis.

**REVIEW OF PRELIMINARY DRAFT OF OPERATIONAL MASTER PLAN**

Superintendent Ranella noted that, along with the District's development this year of a Facility Master Plan, a revised District Strategic Plan is being prepared for presentation to the Board. Related to the

### **REVIEW OF PRELIMINARY DRAFT OF OPERATIONAL MASTER PLAN (continued)**

District Strategic Plan is the development of a District Operational Master Plan that identifies program initiatives, projects an increase of personnel and calculates necessary revenues and expenditures over the course of five year. The Superintendent's report included an Enrollment Projection from 2007 through 2011, Current Status of Personnel for 2007-08, and a Multiyear Projection of Increases to Personnel needed to provide the same level of instructional services to students and operational/support services to the District. Superintendent Ranella said that he will be bringing updates to the Board for discussion and decision as work progresses.

### **UPDATE OF SUPERINTENDENT TASK FORCE ON SCHOOL BOUNDARIES**

Superintendent Ranella engaged the Board in discussion concerning the Task Force on School Boundaries. Governing Board Members Deborah Fitz and Bruce Ives are the Board representatives on the School Boundary Task Force. Information presented for review by the Board included process and timeline, participants engaged in the study, and proposed guidelines for planning and criteria for decision-making. A Special Board Meeting was scheduled for November 26, 2007, on this topic. The meeting will be held in the Encinal School Library in order to accommodate interested parents and Community members.

### **REVIEW OF PARENT SURVEY FINDINGS – DISAGGREGATED BY SCHOOL**

Superintendent Ranella presented the report of the District Spring Survey, disaggregated by school, prepared by Applied Survey Research. A purpose of the survey was to determine satisfaction with the level of homework being assigned. It was noted that the District Policy regarding homework requires that the District review the program annually.

### **FURTHER PLANNING – ELEMENTARY FOREIGN LANGUAGE PROGRAM**

An update concerning the implementation and incorporation of an elementary foreign language program into the overall educational program in the District was presented by Superintendent Ranella. As the inclusion of this elementary foreign language specialist program is considered, a broader assessment of elementary instructional services has been necessitated. Completion of this study is estimated for the November 15 Regular Meeting of the Board. At that time, if feasible, the Board will be asked to authorize the Superintendent to proceed further.

### **PUBLIC HEARING/ACTION**

#### **PUBLIC HEARING ON CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION'S (CSEA) INITIAL PROPOSAL FOR THE 2007-08 SCHOOL YEAR**

President Terry Thygesen opened the Public Hearing on California School Employees Association's Initial Proposal for the 2007-08 school year. Hearing no comments, the Public Hearing was declared closed.

#### **PUBLIC HEARING ON MENLO PARK EDUCATION ASSOCIATION'S (MPEA) INITIAL PROPOSAL FOR THE 2007-08 SCHOOL YEAR**

President Terry Thygesen opened the Public Hearing on Menlo Park Education Association's Initial Proposal for the 2007-08 school year. Hearing no comments, the Public Hearing was declared closed.

**SCHOOL BOARD REPORT**

Board Member Laura Rich reported that the Collaborative for High Performance Schools (CHPS) presented the Menlo Park City School District with a recognition award for being 1 of 22 schools state-wide that has passed a District Resolution for Sustainability and the Design and Construction of High Performance Schools that meet or exceed the CHPS environmental standards. The award was presented at a September 27<sup>th</sup> luncheon that she and Facility Program Manager Ahmad Sheikholeslami attended in San Francisco during the annual "Greentools" Conference.

Board Member Laura Rich also mentioned that the concept of each school having a Board Member as a liaison has been extremely well received.

**CONVENE CLOSED SESSION**

The School Board moved to closed session at 9:57 p.m.

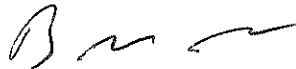
**RECONVENE IN OPEN SESSION/ANNOUNCEMENT OF ACTION TAKEN**

The meeting was reconvened in open session by President Terry Thygesen at 10:35 p.m. President Thygesen reported that negotiations regarding all bargaining units were discussed, and that no actions were taken in closed session.

There being no further business to come before the Board, the meeting was adjourned at 10:40 p.m.

A Special Meeting of the Board is scheduled for November 1, 2007, and the next Regular School Board meeting is on November 15, 2007.

SIGNED:



DATED:

11/19/07