

SCHOOL/CITY LIAISON COMMITTEE  
PALO ALTO UNIFIED SCHOOL DISTRICT  
CITY OF PALO ALTO

DATE: November 17, 2013

**MINUTES FOR MEETING OF November 17, 2013**

<u>Opening</u>	<p>The School/City Committee held a special meeting in the District Conference Room A at 25 Churchill Ave, Palo Alto. The meeting was called to order at 9:35 a.m.</p> <p>* All handouts can be viewed in the Business Services Office 25 Churchill Ave.</p> <p><b><u>Palo Alto Unified School District Representatives:</u></b> Melissa Baten Caswell, Board Member, Committee Chair Heidi Emberling, Board Member Cathy Mak, Chief Business Officer</p> <p><b><u>City of Palo Alto Representatives:</u></b> Gail Price, Council Member (Absent) Liz Kniss, Council Member Pamela Antil, Assistant City Manager</p>
<u>Approval of Minutes – October 17, 2013</u>	<p>MOTION: Emberling moved to approve the minutes from the October 17, 2013, meeting. Seconded. Minutes were approved 3-0.</p>
<u>Oral Communications</u>	<p>Ken Horowitz said the biggest issue is bicycling at night. Vehicle code requires bikes to have a light in front and back and orange stripes on their pedals and the kids are riding without these. He suggests a community officer go around and check the bikes at the school sites and let them know they are in violation of the CA vehicle code.</p>
<u>Review of Recent City Council/PAUSD Board Meetings</u>	<p><b><u>District Update:</u></b> Emberling said they discussed the next school year's calendar at the last Board meeting. They also discussed the negotiations with the various unions. These two items will go for action at the next Board meeting.</p> <p>Emberling said the Board approved a contract for the Miranda drop off project.</p> <p>Caswell said they are making program investments. They are putting another \$1.9 million in programs at the schools including supervision on the playground and more technology support at the schools.</p> <p>They did a survey for the alumni; they do it in collaboration with other districts. Survey results have been consistent with other students. They feel well supported in math and technology but they felt they needed more research projects.</p> <p><b><u>City Update:</u></b> Palo Alto Police Chief Dennis Burns reported on their efforts at Cubberley. He said the issue has not resolved itself completely but they have taken good steps towards it. Council enacted an ordinance banning sleeping on the facilities. Officers continue to make spot checks of the facility regularly. They do not have the same issues that they had once reported but they do need to continue monitoring the site.</p>
<u>District &amp; City Budget Update</u>	<p>The District's Chief Business Officer Cathy Mak presented on the following slides:</p> <ul style="list-style-type: none"><li>-Budget Development/Financial Reporting/Calendar for the 2013-14 &amp; 2014-15 Budget</li><li>-Agenda</li><li>-Update on District Financial Situation</li><li>-2013-14 First Interim Budget Update</li><li>-First Interim Budget Changes-Revenue</li><li>-First Interim Budget Changes-Expenditures</li></ul>

## MINUTES FOR MEETING OF November 17, 2013

- Change in Property Tax Revenue
- Change in Enrollment
- Change in Property Tax Revenue per Student
- Assumptions in 2014-15 to 2018-19 Multi-Year Projections
- Uncertainties

Caswell said because property taxes make up over 70% of the District's funding, it makes planning that much more challenging. It is really important that the District can count with this additional funding.

Caswell said the date for kindergarten enrollment age was pushed back and they will see an enrollment slow down for four years.

Kniss noted that she can see why 2% is used as their property tax revenue model but looking at previous years, it looks like 5% would be a better number. Caswell said their reliance on property taxes is so high that this conservative funding model has worked well for the District to ensure they do not overspend.

City Director of Office Management and Budget Walter Rossmann said the City looks at the property transfers and based on that they use that into their projections going forward and so they carry a higher number than the District but the City does not have as high as a reliance on property taxes as the District does. Rossmann said he will share the City's data with the District.

Caswell said the state has cut \$7.5 million from their funding.

Kniss asked if they have Prop 30 offsetting this? Caswell said it is offsetting part of it because Prop 30 is \$2.4 million a year.

Kniss asked what is the District's policy on enrollment and whether the District foresees growth taking place at the current sites or new sites?

Caswell said they believe they need to open a new elementary school and hope to make that decision this year by June. They have a process in place to look at opening Garland or 525 San Antonio. They will get more information on middle school growth this year.

City Director of Office Management and Budget Walter Rossmann presented on the City's budget on the following slides:

- Overview
- Citywide Budget Summary
- Citywide Position by Fund 1,019 Positions By Fund
- Pension Costs
- Citywide Healthcare Expense – Medical, Dental, and Vision
- General Fund Revenue by Type
- General Fund Major Revenues
- General Fund Major Expenditures
- 2014 Adopted Citywide CIP
- General Fund CIP Budget FY 2014
- City Funding of Shared Programs

[Update on Safe Routes to School & School Traffic Safety \(City-Police Department\)](#)

City Safe Routes to School Coordinator Kathy Durham distributed a handout on safe routes to school tips that was provided to parents via Kevin Skelly's first newsletter.

Durham presented on the following slides:

- Safe Routes to School 2.0
- Education Partnership 1993-2013
- Walk and Roll Maps: Suggested Routes to School
- Evaluation
- Evaluation 3<sup>rd</sup> Grade

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City Chief Transportation Official Jaime Rodriguez presented on the following slides:

- Engineering Short Term City Improvements
- Sample Medium & Long Term Recommendations
- Recommended Improvements for School Sites (Examples)
- Bike Parking Security, Safety Issues
- Bike Parking Updated for Safety, Security, Convenience: JLS Middle School

PTAC Traffic Safety Representative Penny Ellson presented on the following slides:

- Encouragement Events
- Encouragement: Walk & Roll Maps
- Ongoing Encouragement

Burns presented on the following slide:

- Enforcement Update Fall 2012

Caswell asked why there is a drop at Jordan on bicycle counts? Durham said there is limited bike parking but once the portable is removed there will be more bike parking available.

Caswell asked about patrolling at Newell over by Jordan Middle School?

Palo Alto Police Officer Ken Kratt said they do not work the middle schools. They typically work the high schools and the middle schools are assigned to the patrol officers but it does not mean they will not start working the middle schools.

Caswell asked if tying bike safety into driving safety might be beneficial? Durham said they do teach a program called "Drive that Bike" in 6<sup>th</sup> grade and they suggest that following these rules will make them a better driver.

Emberling asked about having the link to safe routes to school maps on the school website? Mak will look into it.

Emberling asked about whether a sign of a person on a bike with a STOP sign could be placed? Rodriguez said they try to keep with standard signs because they tend to lose their meaning and wash out in the background.

Mak said there is a plan in the budget to address the issue of bike parking at Terman. They will meet this week on the grant and decide where the needs are and how much money is available. In addition to the bike racks, they also have to do some capital improvements. Caswell asked if the data on this research can be sent to the Board of Education? Rodriguez said they will send the studies that were done.

Caswell asked how the carpooling program doing? Durham said she is going to pick up the data and will report back.

Caswell asked about the juvenile traffic diversion program? Kratt said it is a class that is given to students to educate them about the rules of the road.

The next meeting is scheduled for Thursday, December 19, 2013 at 8:30 a.m.

The meeting was adjourned at 9:53 a.m.

Future Meetings and  
Agendas  
Adjournment