www.sequoiahealthcaredistrict.com



525 Veterans Blvd. Redwood City, CA 94063

650-421-2155 Phone 650-421-2159 Fax

#### A G E N D A SEQUOIA HEALTHCARE DISTRICT BOARD OF DIRECTORS MEETING 4:30, Wednesday, April 5, 2017 Conference Room, 525 Veterans Boulevard Redwood City, CA 94063

- 1. Call To Order And Roll Call
- 2. Public Comment On Non-Agenda Items\*
- ACTION 3

#### 3. Consent Calendar - President Kane

- a. Approve February 1, 2017 Regular Meeting Minutes
- b. Accept January And February 2017 Financial Statements

#### New Business

- a. Update From The San Mateo County Fall Prevention Task Force Francine Serafin-Dickson, Marie Violet & Patricia Christensen
- ACTION b. Consider Grant Request From Mission Hospice For \$300,000 To Support The Woodside Mission House - Dwight Wilson, Dr. Steve Weller, Dr. Gary Pasternak, & Lisa Deal
- ACTION c. Consider Grant Request From The Magical Bridge Foundation For \$200,000 For Playground At Red Morton Park - Jill Asher
- ACTION d. Consider Setting A Special Meeting For May 16, 2017 At 3:00 PM And Rescheduling The June Board Meeting From June 7, 2017 To June 15, 2017 At 4:30 PM - President Kane
- ACTION e. Director Requests For Future Agenda Items Per Board Policy 8.3 President Kane
  - 5. CEO/Staff Reports
    - a. CEO Report Mr. Michelson
    - b. Community Grants & Healthy Schools Ms. Kurtzman
    - c. HeartSafe Mr. Nielsen

ACTION 6. Adjourn to Closed Session For The Purpose Of:

- a. Under Government Code Sections 54957 and 54957.6 for the following purposes:
  PUBLIC EMPLOYEE PERFORMANCE EVALUATION (54957)
  Title: Chief Executive Officer of Sequoia Healthcare District
  CONFERENCE WITH LABOR NEGOTIATOR (54957.6)
  Agency Designated Representative: Kathleen Kane, Board President
  Unrepresented Employee: Chief Executive Officer, Sequoia Healthcare District
- ACTION 7. Reconvene To Open Session: Announce Any Reportable Actions Taken In Closed Session

ACTION 8. Adjourn. The Next Regular Meeting Of The Board Of Directors Of Sequoia Healthcare District Is Scheduled For 4:30 PM, Wednesday, June 7, 2017, District Conference Room, 525 Veterans Blvd., Redwood City, CA 94063

Kathleen Kane Board President 83

\*Public comment will be taken for each agenda item prior to the board's consideration on that item.

Any writings or documents provided to a majority of the Board of Directors regarding any item on this agenda will be made available for public inspection at the District office, 525 Veterans Blvd., Redwood City, CA, during normal business hours. Please telephone 650-421-2155 to arrange an appointment.

If you are an individual with a disability and need an accommodation to participate in this meeting, please contact Sequoia Healthcare District at least 48-hours in advance at 650-421-2155.

		Agenda Item 3.a							
	UTES OF THE ANNUAL MEE	Board of Directors Mtg. 4-5-17							
MIL	BOARD OF DIRECTORS	IING							
c		ст							
SEQUOIA HEALTHCARE DISTRICT									
Conforma Doom F	February 1, 2017	hursd City, CA 04062							
	25 Veterans Boulevard, Rec								
Directors Present	Directors Excused	Also Present							
Director Faro									
Director Griffin	, S								
Director Kane	,								
Director Hickey Director Shefren									
Director Sherren	1 Call to Order								
By: President Faro	<u>1. Call to Order</u>								
Time: 4:30 PM									
	Public Comment/Non-Agenda	toms							
<u>2. r</u>	ablic comment/Non-Agenda								
	at public comment would be ta comment on non-agenda items	aken on each agenda item. He 5.							
Director Hickey remarked that a video of a recent speech by Mr. Michelson at an event in Redwood City is not appropriate for the District's website as it does not allow for comment. Director Shefren and President Faro offered that the speech was well received and represented the views of the District.									
	3.a 3.b. Consent Calendar								
Motion: To approve the Cons	ent Calendar.								
By: Director Shefren									
Seconded by: Director Kane									
<b>Vote:</b> 5-0									
Motion Passed									
<u>4.a</u>	. CEO/State of the District Re	port							
CEO & State of the District Reports: In addition to his written report, Mr. Michelson noted that the Apple Tree Dental program has not done as well as projected and they are in financial difficulty. Dick Gregory has been replaced by Dr. Bonnie Jue, a local dentist. President Faro suggested that Mike Helgeson attend an upcoming board meeting to discuss why their business plan projections have not been met.									
Mr. Michelson stated that the District's investment performance for the first six months of the fiscal year has been negative. Jeff Macdonald of Fiduciary Trust has indicated that this is due, in part, to the District's restrictive investment policy and is projecting a return of approximately \$165,000 for this fiscal year. However, Mr. Michelson will contact ACHD regarding what other District's are doing and also research the San Mateo County Pooled Fund.									
President Faro then moved to	Agenda Item 4.c. <u>4.c. HeartSafe</u>								
		late last month. Of the 284 nd one with a potentially fatal							
The infant CPR classes have all been booked to capacity and Mr. Nielsen is considering adding another class.									
Director Shefren asked Mr. Nielsen to assess CPR training goals with actual over the last two years to see if the goals are being met.									

#### 4.b. Healthy Schools/Community Grants

Healthy Schools: Ms. Kurtzman said interviews with consultant Mike Newlin and all 8 school district administrators and mental health providers have been completed and a data collection plan is now being formalized. A partner retreat is being held on February 15 to discuss development of a program from pre-K and up.

ASR will begin evaluating the PE+ program to help assess the outcomes.

Ms. Kurtzman and Director Griffin are continuing to develop a plan to address the school nursing shortage and will be presented at the April board meeting.

Community Grants: Mid-year reports were received for the 2016 grants. Of the original 41 grant recipients approved, two were later withdrawn as their program changed and they would not be able to serve as many district residents as proposed. Second grant checks have been distributed with the exception of Fresh Approach Veggie RX and Free At Last Substance Abuse Treatment program as their performance is being reviewed.

#### 5.a. Nominate and Appoint Slate of Board Officers For Two-Year Terms

Motion: To nominate and appoint Director Kane as President of the Board of Directors, Director Griffin as Vice President and Director Shefren as Secretary Treasurer. By: President Faro Seconded by: Director Shefren Director Hickey asked that the motion be amended and President Faro declined. Vote: 4-1 Director Hickey opposed Motion Passed

The two year term of office for the new slate of officers will expire February 2019.

President Kane conducted the remainder of the meeting.

#### 5.b. Proposal to Provide Audit Services from Vavrinek, Trine, Day for FYE 2016-17, 2017-18 and 2018-19

Motion: To accept the proposal to provide audit services for an additional three fiscal years at \$19,000 per year. By: Director Hickey

Seconded by: Director Shefren

President Kane asked that the motion be amended to approve the three year proposal with the caveat that the District can cancel any of the remaining years without liability.

President Kane asked the maker and seconder of the motion to consider amending the proposal for three years with the caveat that the District can cancel any of the remaining years without liability.

Director Hickey and Director Shefren accepted the amendment. Call for the question.

Vote: 5-0 Motion Passed

#### 5.c. Update on Strategic Planning Report

Mr. Michelson reported he has sent out about 70 packets of information to various community members requesting their participation in the planning process. He and members of the planning committee will begin meetings next week.

#### 5.d. Director Requests for Future Agenda Items

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President Kane asked if any Director had an agenda item request.

Director Shefren requested that the issue of what we think is going to happen regarding the Affordable Health Plan and perhaps consideration that a portion of tax revenue be set aside be placed on the agenda. Director Hickey agreed with this item and it will be placed on the next Board meeting agenda. Mr. Michelson will look into the availability of a presenter on this issue.

#### 6. Adjourn to Closed Session

Adjourn to Closed Session For The Purpose Of Conference with Legal Counsel - Anticipated Litigation Government Code Government Code §54956.9(a)

#### 7. Reconvene to Open Session

Reconvene to Open Session.

There was no reportable action taken in closed session.

#### 8. Adjourn

Motion: At 6:15 PM adjourn meeting. By: Director Faro Seconded by: Director Shefren Vote: 5-0 Motion Passed

The next regular meeting of the Board of Directors of Sequoia Healthcare District is scheduled for 4:30 PM, Wednesday, April 5, 2017, Conference Room, 525 Veterans Blvd., Redwood City, CA.

Respectfully Submitted,

Jerry Shefren Secretary

#### SEQUOIA HEALTHCARE DISTRICT Balance Sheet Fiscal Year 2016-17

	July		August	September	October	November	December	January	February	March	April	May	June
ASSETS													
Current Assets													
Cash (WF-MMA)	\$ 4,569,	349.91 \$	3,769,867.54 \$	2,870,295.36 \$	2,470,641.32 \$	2,970,974.71 \$	7,321,572.07 \$	6,022,445.28 \$	5,423,106.25				
Cash (WF)	111,	103.00	80,255.84	153,204.84	72,457.51	161,694.24	438,020.76	431,936.80	33,187.98				
Cash from Investments	540,	995.70	540,995.70	540,995.70	540,995.70	540,995.70	540,995.70	540,995.70	540,995.70		• •		
Cash Equivalents	<b>9,</b> 891,	507.51	9,886,061.51	9,892,215.51	9,888,581.51	9,849,917.51	9,855,637.51	9,875,039.51	9,891,275.51				
Total Current Assets	15,112,	956.12	14,277,180.59	13,456,711.41	12,972,676.04	13,523,582.16	18,156,226.04	16,870,417.29	15,888,565.44	0.00	0.00	0.00	0.00
Property, Plant & Equipment													
Land	138,	927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00	138,927.00				
Land Improvements	144,	158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05	144,158.05				
Buildings		382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30	1,249,382.30				
Building Improvements	527,	129.57	527,129.57	527,129.57	527,129.57	527,129.57	527,129.57	527,129.57	527,129.57				· · · · · · · · · · · · · · · · · · ·
Tenant Improvements	215,	113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29	215,113.29				
Improvements-Classroom	83,	410.44	83,410.44	83,410.44	83,410.44	83,410.44	83,410.44	83,410.44	83,410.44				
Equípment	68,	615.18	68,615.18	68,615.18	68,615.18	68,615.18	68,615.18	68,615.18	68,615.18			·	
Furniture	28,	259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91	28,259.91				·
Accumulated Depreciation	(1,818,3	319.59)	(1,824,439.34)	(1,830,559.09)	(1,836,678.84)	(1,842,798.59)	(1,848,918.34)	(1,855,038.09)	(1,861,157.84)				
Net Property/Plant/Equipment	636,	676.15	630,556.40	624,436.65	618,316.90	612,197.15	606,077.40	599,957.65	593,837.90	0.00	0.00	0.00	0.00
Total Assets	15,749,	632.27	14,907,736.99	14,081,148.06	13,590,992.94	14,135,779.31	18,762,303.44	17,470,374.94	16,482,403.34	0.00	0.00	0.00	0.00
LIABILITIES & FUND BALANCE													
Current Liabilities													
Accounts Payable		750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00				
Deposit Payable		165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00	3,165.00				
Grants Payable		209.04	1,217,585.87	1,216,906.28	1,216,906.28	1,042,906.28	1,042,906.28	116,906.28	73,906.28				
Total Current Liabilities	1,964	,124.04	1,220,750.87	1,220,071.28	1,220,071.28	1,046,071.28	1,046,071.28	120,071.28	77,071.28	0.00	0.00	0.00	0.00
Fund Balances													
Invested in Capital Assets	639	630.00	639,630.00	639,630.00	639,630.00	639,630.00	639,630.00	639,630.00	639,630.00				
Fund Balance	14,365	210.07	14,365,210.07	14,365,210.07	14,365,210.07	14,365,210.07	14,365,210.07	14,365,210.07	14,365,210.07				
Net Surplus/Loss	(1,219,	331.84)	(1,317,853.95)	(2,143,763.29)	(2,633,918.41)	(1,915,132.04)	2,711,392.09	2,345,463.59	1,400,491.99				_
Total Fund Balance	13,785	,508.23	13,686,986.12	12,861,076.78	12,370,921.66	13,089,708.03	17,716,232.16	17,350,303.66	16,405,332.06	0.00	0.00	0.00	0.00
Total Liabilities & Fund Balance	15,749	,632.27	14,907,736.99	14,081,148.06	13,590,992.94	14,135,779.31	18,762,303.44	17,470,374.94	16,482,403.34	0.00	0.00	0.00	0.00

#### SEQUOIA HEALTHCARE DISTRICT Income Statement Fiscal Year 2016-17

Rental Income    3,850.34    4,004.36																Variance	;
Annual Income      3,360,14      4,004,36      4,004,36      4,004,36      4,004,36      11,802,86      48,048,00      (11,10,11)      13,120,16      48,048,00      (11,10,11)      13,120,16      48,048,00      (11,10,11)      13,120,16      13,120,16      13,120,16      13,120,16      13,120,16      14,14,16      13,120,16      14,14,16      13,120,16      14,14,16      13,120,16      14,14,16      13,120,16      14,14,16      13,120,16      14,14,16      13,120,16      14,14,16      13,120,16      14,14,16      13,120,16      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14      14,14,14		July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 16-17	Amount	Percent
Tax Revenue      0.00      0.00      25,205.36      6,444,23      1,007,924.24      4998,073.64      795,209      6,485,354.65      11,000,000.00      4,414,46-23      37.46        Interest Income      6,017.66      521.46      430.60      13,560.00      16,256.00      3,260.00      16,421.60.00      3,272.00      19,422.00      4,214.91      7,700.00      16,215.00      -0.02      3,000,000.00      3,000,000.00      16,023.00      0,00	INCOME																,
Investment Ircome      4,014.00      (5,446.00)      (5,544.00)      (5,720.00)      (19,472.00)      (15,26.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (17,702.00)      (12,215.00)      (12,315.00)	Rental Income	3,850.34	4,004.36	4,004.36	4,004.36	4,004.36	4,004.36	4,004.36	4,004.36					31,880.86	48,048.00	(16,167.14)	-33.6%
Interest income      651.76      521.48      430.60      347.42      332.57      668.42      879.36      666.30      4,441.91      7,700.00      (2,250)      -4.33        Persion income      0.00      <	Tax Revenue	0.00	0.00	25,205.36	6,844.23	1,019,782.42	4,998,673.86	96,269.18	738,579.60					6,885,354.65	11,000,000.00	(4,114,645.35)	-37.4%
Person Income      0.00	Investment Income	4,014.00	(5,446.00)	6,154.00	(3,634.00)	(38,664.00)	5,720.00	19,402.00	16,236.00					3,782.00	150,000.00	(146,218.00)	-97.5%
Total Income      8,516.10      (#20,16)      35,794.32      7,562.01      985,499.358,809,006.64      120,554.90      739,486.26      0.00	Interest Income	651.76	521.48	430.60	347.42	336.57	608,42	879.36	666.30					4,441.91	7,700.00	(3,258,09)	-42.3%
EXPENSES Admin. Expenses      Status	Pension Income	0.00	0.00	0.00	0.00	0.00	3,800,000.00	0.00	0.00					3,800,000.00	3,800,000.00	_	0.0%
Administrative Expenses      511.35      714.70      794.94      561.16      550.01      909.85      855.56      682.55      56.00.12      12,000.00      63.398.85      53.38.        Admin. Expense      2,772.58      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.86      17,925.86      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      17,925.85      11,925.85	Total Income	8,516.10	(920.16)	35,794.32	7,562.01	985,459.35	8,809,006.64	120,554.90	759,486.26	0.00	0.00	0.00	0.00	10,725,459.42	15,005,748.00	(4,280,288.58)	-28.5%
Admin. Exponse      511.35      734.70      794.94      561.16      550.01      982,55      682,55      562,75      560.01.2      12,000.00      6,399.88      53.38        Dard Health Insurance      2,712.88      2,747.99      2,255.01      19,027.50      19,047.50      24,000.00      7,947.11      31.58        Doard Health Insurance      2,712.88      2,747.99      2,255.01      3,780.17      4,156.01      2,047.72      28,771.205      40,000.00      7,942.81      63.38        Employee Retirement Benefit      1,509.58      1,377.36      1,375.36      1,375.36      1,376.36      2,014.77      5,974.47      28,721.05      40,000.00      24,357.55      53.06        Westmert Fees      0.00      0.00      7,077.58      3,750.00      0.00      7,070.89      3,750.00      21,642.41      46,000      24,357.55      53.06        Social Supprise      0.00      0.00      3,000.00      15.000      0.00      3,000.00      10.00      4,049.67      11,000.00      6,033.05      27.77        Social Supprise      0.00      0.00      0.00      0.00	EXPENSES																
Admin, Payroll      20,673.20      16,093.25      17,252.88      17,252.88      23,222.56      19,623.73      19,417.60      166,507.89      240,000.00      75,492.11      31.5%        Board Headth Insurance      2,798.57      3,780.17      3,780.17      2,259.20      6,410.16      1,502.88      6,101.51      2,419.29      2,800.47      22,01.49      28,721.05      40,000.00      11,278.95      28,28        Employee Realth Insurance      2,985.70      3,780.17      3,255.03      3,750.01      2,014.73      5,974.47      28,014.9      21,042.44      46,000.00      24,355.55      53.08        Investiment Res      0.00      0.00      7,071.53      2,475.00      0.00      20,000      0.63.55      21,972.44      46,000.00      24,357.55      53.08        Office Sapplies/Equip Maint      1,144.19      47,33      2441.17      290.68      964.99      205.87      779.53      37.60.0      10,000.00      1,600.00      24,357.56      53.08        Office Sapplies/Equip Maint      1,144.19      47.35      24,417.40      0.00      0.00      0.00      0.00      0.00	Administrative Expenses																
Board Headth Insurance      2,712.88      2,747.99      2,252.92      6,410.16      1,526.88      6,101.53      2,419.92      2,860.47      22,015.12      66,000.00      40,984.88      60.38        Employee Retirement Benefit      1,509.56      1,376.36      3,750.00      0,00      21,642.44      40,000.00      4,049.57      1,000.00      6,950.33      6,32.87        Accounting fees      0.00      0.00      0.00      3,000.00      0.00      0.00      1,000.00      1,000.00      6,23.05      7,779.95      375.19      46,09      2,500.00      6,021.05      72,78        Accounting fees      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      7	Admin. Expense	511.35	734.70	794.94	561.16	550.01	909.85	855.56	682.55					5,600.12	12,000.00	6,399.88	53.3%
Employee Health Insurance      2,985,70      3,780.17      2,255.03      3,780.17      4,150.61      2,014.73      5,974.47      28,721.05      40,000.00      11,278.95      28,28        Employee Health Insurance      1,509.84      1,376.36	Admin. Payroll	20,673.20	18,093.25	17,925.85	17,925.85	17,925.85	32,922.56	19,623.73	19,417.60			* * *		164,507.89	240,000.00	75,492.11	31.5%
Employee Retirement Benefit      1,576.36      1,306.37      1,	Board Health Insurance	2,712.88	2,747.99	2,259.29	6,410.16	1,502.88	6,101.53	2,419.92	2,860.47					27,015.12	68,000.00	40,984.88	60.3%
Employee Retirement Benefit      1,509,58      1,376.36      1,	Employee Health Insurance	2,985.70	3,780.17	3,780.17	2,255.03	3,780.17	4,150.61	2,014.73	5,974.47					28,721.05	40,000.00	11,278,95	28.2%
Investment Fees    0.00    0.00    7,071.55    3,750.00    779.95    375.19    4,642.44    46,000.00    24,357.56    53.08      Office Supplies/Equip Mait    1,144.19    47.55    24.17    290.68    964.09    205.87    779.95    376.19    4,049.67    11,000.00    6,950.33    63.28      Board Expense    0.00    0.00    15,000.00    0.00    3,000.00    0.00    0.00    18,000.00    21,000.00    3,000.00    14.38      Board Expense    0.00    0.00    10,000.00    0.00    0.00    0.00    0.00    0.00    17,000.00    14,000.00    50,000    2,000.00    2,000    0.00		1,509.58	1,376.36	1,376.36	1,376.36	1,376.36	2,356.17	1,583.52	1,406.78					12,361.49	21,000.00	8,638.51	41.1%
Accounting fees      0.00      0.00      15,000,00      21,000,00      3,000,00      21,000,00      3,000,00      21,000,00      3,000,00      14,38        Board Expense      0.00      0.00      10,000,00      0.00      0.00      80.29      476.95      6,500,00      6,500,00      22,000,00      33,80,75      92,785        Associations/Membership      7,500,00      14,85,04      4,473,83      4,701,50      13,380,75      92,40,35      0.00      0.00      17,500,00      18,000,00      33,80,75      11,38        Communications      0.00      475,00      0.00      25,040,63      587.28      275.99      240,35      0.00      28,610,42      39,308,35      66,000,00      26,611,3      40.48        Cern Hight & D/D insurance      29,191,04      (1,000,00)      0.00      0.00      0.00      0.00      0.00      0.00      29,000,00      29,000,00      29,000,00      29,000,00      29,000,00      29,000,00      29,000,00      29,000,00      29,000,00      29,000,00      29,000,00      20,000,00      20,000,00      20,000,00      20,000,00      20,000,		0.00	0.00	0.00	7,071.55	3,750.00	0.00	7,070.89	3,750.00					21,642.44	46,000.00	24,357,56	53.0%
Board Expense      0.00      0.00      50.60      30.14      0.00      315.92      0.00      80.29      476.95      6,500.00      6,023.05      92.78        Associations/Membership      7,500.00      0.00 <t< td=""><td>Office Supplies/Equip Maint</td><td>1,144.19</td><td>47.53</td><td>241.17</td><td>290.68</td><td>964.09</td><td>205.87</td><td>779.95</td><td>376.19</td><td></td><td></td><td></td><td></td><td>4,049.67</td><td>11,000.00</td><td>6,950.33</td><td>63.2%</td></t<>	Office Supplies/Equip Maint	1,144.19	47.53	241.17	290.68	964.09	205.87	779.95	376.19					4,049.67	11,000.00	6,950.33	63.2%
Associations/Membership      7,500.00      0.00      10,000.00      0.00      0.00      0.00      17,500.00      18,000.00      500.00      2.8%        Communications      0.00      475.00      0.00      25,040.63      587.28      275.99      240.35      0.00      26,619.25      30,000.00      3,380.75      11.3%        Web Site/IT      1,700.00      3,145.00      4,185.54      4,873.83      4,701.50      1,233.00      4,044.00      4,305.00      26,619.25      30,000.00      2,999.53      10.3%        Gent Liability & D/O insurance      29,191.04      (1,000.00)      0.00      (100.00)      0.00      1,000.00      2,999.53      10.3%        Election Fees      0.00	Accounting fees	0.00	0.00	15,000.00	0.00	0.00	3,000.00	0.00	0.00					18,000.00	21,000.00	3,000.00	14,3%
Communications      0.00      475.00      0.00      25,940.63      587.28      275.99      240.35      0.00      26,619.25      30,000.00      3,380.75      11.38        Web Site/IT      1,700.00      3,145.00      4,186.54      4,873.83      4,701.50      12,353.00      4,044.00      4,305.00      39,308.87      66,000.00      26,691.13      40.48        Gent Liability & D/D insurance      29,191.04      (1,000.00)      0.00      (1,900.00)      (88.7)      (895.00)      26,01.47      29,000.00      2,989.53      0.03        LAFCO fees      0.00      0.00      0.00      0.00      0.00      0.00      0.00      100.08      22,690.00      2,898.50      0.00      100.08      22,717.00      32.06        Legal Fees      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      6,289.00      25.28        Bank Fees      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00	Board Expense	0.00	0.00	50.60	30.14	0.00	315,92	0.00	80.29					476.95	6,500.00	6,023.05	92.7%
Web Site/IT    1,700.00    3,145.00    4,186.54    4,873.83    4,701.50    12,353.00    4,044.00    4,305.00    39,308.87    66,000.00    26,691.13    40.4%      Gent Liabitity & D/O insurance    29,191.04    (1,000.00)    0.00    10,000.00    (88.57)    (895.00)    26,010.47    29,000.00    2,989.53    10.38      Election Fees    0.00    0.00    0.00    0.00    0.00    0.00    100.08      LeFCO fees    0.00    0.00    0.00    0.00    0.00    0.00    100.00    2,252.00    1,440.00    18,711.00    25,000.00    6,289.00    2,717.00    32.0%      Legal Fees    0.00    0.00    0.00    0.00    0.00    0.00    0.00    70.00    70.0%    32.0%      Total Admin. Expenses    67,927.94    29,400.00    64,680.92    71,421.39    39,608.14    63,106.50    40,794.08    39,398.35    0.00    0.00    3,800,000.00    3,800,000.00    3,800,000.00    3,800,000.00    3,800,000.00    3,800,000.00    3,800,000.00    3,800,000.00    3,800,000.00    3,800,000.00    0.00    0.00 <td>Associations/Membership</td> <td>7,500.00</td> <td>0.00</td> <td>10,000.00</td> <td>0.00</td> <td>0.00</td> <td></td> <td>0.00</td> <td>0.00</td> <td></td> <td></td> <td></td> <td></td> <td>17,500.00</td> <td>18,000.00</td> <td>500.00</td> <td>2.8%</td>	Associations/Membership	7,500.00	0.00	10,000.00	0.00	0.00		0.00	0.00					17,500.00	18,000.00	500.00	2.8%
Gen'l Liability & D/O insurance      29,191.04      (1,000.00)      0.00      (197.00)      0.00      (1,000.00)      (88.57)      (895.00)      26,010.47      29,000.00      2,989.53      10.3%        Election Fees      0.00      0.00      0.00      0.00      0.00      0.00      150,000.00      150,000.00      150,000.00      100.0%        LAFCO fees      0.00      0.00      0.00      0.00      0.00      0.00      2,578.00      8,500.00      2,717.00      32.0%        Legal Fees      0.00      0.00      0.00      1,485.00      2,250.00      1,440.00      18,711.00      25,000.00      70,007.0%      70.0%      <	Communications	0.00	475.00	0.00	25,040.63	587.28		240.35	0.00					26,619.25	30,000.00	3,380.75	11.3%
Election Fees      0.00      0.00      0.00      0.00      0.00      0.00      150,000.00      150,000.00      100.0%        LAFCO fees      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      150,000.00      150,000.00      100.0%        Legal Fees      0.00      0.00      9,066.00      0.00      1,445.00      25,000      1,440.00      18,711.00      25,000      62,89.00      25,28%        Bark Fees      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      70.00 <td< td=""><td>Web Site/IT</td><td>1,700.00</td><td>3,145.00</td><td>4,186.54</td><td>4,873.83</td><td>4,701.50</td><td>12,353.00</td><td>4,044.00</td><td>4,305.00</td><td></td><td></td><td></td><td></td><td>39,308.87</td><td>66,000.00</td><td>26,691.13</td><td>40.4%</td></td<>	Web Site/IT	1,700.00	3,145.00	4,186.54	4,873.83	4,701.50	12,353.00	4,044.00	4,305.00					39,308.87	66,000.00	26,691.13	40.4%
LAFCO fees      0.00      0.00      5,783.00      0.00      0.00      0.00      0.00      5,783.00      8,500.00      2,717.00      32.0%        Legal Fees      0.00      0.00      9,066.00      0.00      4,470.00      1,485.00      2,250.00      1,440.00      18,711.00      25,000.00      6,289.00      25,2%        Bark Fees      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      70.00	Gen'l Liability & D/O insurance	29,191.04	(1,000.00)	0.00	(197.00)	0.00	(1,000.00)	(88.57)	(895.00)					26,010.47	29,000.00	2,989.53	10.3%
Legal Fees    0.00    0.00    9,066.00    0.00    4,470.00    1,485.00    2,250.00    1,440.00    18,711.00    25,000.00    6,289.00    25.2%      Bank Fees    0.00    0.00    0.00    0.00    0.00    0.00    0.00    0.00    70.00 <t< td=""><td>Election Fees</td><td>0.00</td><td>0.00</td><td>0.00</td><td>0.00</td><td>0.00</td><td>0.00</td><td>0.00</td><td>0.00</td><td></td><td></td><td></td><td></td><td>0.00</td><td>150,000.00</td><td>150,000.00</td><td>100.0%</td></t<>	Election Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	150,000.00	150,000.00	100.0%
Bank Fees      0.00      0.00      0.00      0.00      30.00      0.00      70.00	LAFCO fees	0.00	0.00	0.00	5,783.00	0.00	0.00	0.00	0.0					5,783.00	8,500.00	2,717.00	32.0%
Total Admin. Expenses      67,927.94      29,400.00      64,680.92      71,421.39      39,608.14      63,106.50      40,794.08      39,398.35      0.00      0.00      0.00      416,337.32      792,100.00      375,762.68      47.4%        Pension Plan Expense      0.00      0.00      0.00      0.00      0.00      0.00      0.00      0.00      3,800,000.00      3,800,000.00      0.00	Legal Fees	0.00	0.00	9,066.00	0.00	4,470.00	1,485.00	2,250.00	1,440.00					18,711.00	25,000.00	6,289.00	25.2%
Pension Plan Expense      0.00<	Bank Fees	0.00	0.00	0.00	0.00	0.00		0.00	0.00			·····		30.00	100.00	70.00	70.0%
Total Admin. With Pension Plan    67,927.94    29,400.00    64,680.92    71,421.39    39,608.14    3,863,106.50    40,794.08    39,398.35    0.00    0.00    0.00    4,216,337.32    4,592,100.00    375,762.68    8.2%      Property Expenses    Maintenance    1,165.00    944.46    1,486.80    1,780.00    1,157.00    1,629.46    1,449.88    1,292.81    10,905.41    22,500.00    11,594.59    51.5%      Utilities    1,269.07    2,493.86    3,137.65    2,443.19    2,239.46    1,672.04    2,501.42    2,123.30    17,879.99    30,000.00    12,120.01    40.4%      Property Insurance    1,573.72    0.00    0.00    0.00    0.00    0.00    1,00    1,240.28    21.3%      Depreciation    6,119.75    6,119.75    6,119.75    6,119.75    6,119.75    6,119.75    6,119.75    6,119.75    6,119.75    0,20    32,9%	Total Admin. Expenses	67,927.94	29,400.00	64,680.92	71,421.39	39,608.14	63,106.50	40,794.08	39,398.35	0.00	0.00	0.00	0.00	416,337.32	792,100.00	375,762.68	47.4%
Property Expenses        Maintenance      1,165.00      944.46      1,486.80      1,780.00      1,157.00      1,629.46      1,449.88      1,292.81      10,905.41      22,500.00      11,594.59      51.5%        Utilities      1,269.07      2,493.86      3,137.65      2,443.19      2,239.46      1,672.04      2,501.42      2,123.30      17,879.99      30,000.00      12,120.01      40.4%        Property Insurance      1,573.72      0.00      0.00      0.00      0.00      0.00      19.75      6,119.75      24,042.00      32.9%	Pension Plan Expense	0.00	0.00	0.00	0.00	0.00	3,800,000.00	0.00	0.00	0.00	0.00	0.00	0.00	3,800,000.00	3,800,000.00	0.00	0.0%
Maintenance1,165.00944.461,486.801,780.001,157.001,629.461,449.881,292.8110,905.4122,500.0011,594.5951.5%Utilities1,269.072,493.863,137.652,443.192,239.461,672.042,501.422,123.3017,879.9930,000.0012,120.0140.4%Property Insurance1,573.720.000.000.000.000.000.0019.756,119.756,119.756,119.756,119.756,119.756,119.756,119.7532,9%Depreciation6,119.756,119.756,119.756,119.756,119.756,119.756,119.756,119.7532,9%	Total Admin. With Pension Plan	67,927.94	29,400.00	64,680.92	71,421.39	39,608.14	3,863,106.50	40,794.08	39,398.35	0.00	0.00	0.00	0.00	4,216,337.32	4,592,100.00	375,762.68	8.2%
Maintenance1,165.00944.461,486.801,780.001,157.001,629.461,449.881,292.8110,905.4122,500.0011,594.5951.5%Utilities1,269.072,493.863,137.652,443.192,239.461,672.042,501.422,123.3017,879.9930,000.0012,120.0140.4%Property Insurance1,573.720.000.000.000.000.000.0019.756,119.756,119.756,119.756,119.756,119.756,119.756,119.7532,9%Depreciation6,119.756,119.756,119.756,119.756,119.756,119.756,119.756,119.7532,9%																	
Utilities      1,269.07      2,493.86      3,137.65      2,443.19      2,239.46      1,672.04      2,501.42      2,123.30      17,879.99      30,000.00      12,120.01      40.4%        Property Insurance      1,573.72      0.00      0.00      0.00      0.00      0.00      1,573.72      2,000.00      426.28      21.3%        Depreciation      6,119.75      6,119.75      6,119.75      6,119.75      6,119.75      6,119.75      0,119.75	Property Expenses																
Property Insurance      1,573.72      0.00      0.00      0.00      0.00      0.00      1,573.72      2,000.00      426.28      21.3%        Depreciation      6,119.75      6,119.75      6,119.75      6,119.75      6,119.75      6,119.75      6,119.75      6,119.75      32.9%	Maintenance	1,165.00	944,46	1,486.80	1,780.00	1,157.00		1,449.88	· · · · · ·					10,905.41		11,594.59	51.5%
Depreciation 6,119.75 6,119.75 6,119.75 6,119.75 6,119.75 6,119.75 6,119.75 6,119.75 6,119.75 6,119.75 6,119.75	Utilities		2,493.86	3,137.65	2,443.19				2,123.30					17,879.99		12,120.01	
	Property Insurance	1,573.72												1,573.72		426.28	
Total Property Expenses 10,127.54 9,558.07 10,744.20 10,342.94 9,516.21 9,421.25 10,071.05 9,535.86 0.00 0.00 0.00 0.00 79,317.12 127,500.00 48,182.88 37.8%	Depreciation	6,119.75	6,119.75	6,119.75	6,119.75			6,119.75						48,958.00	73,000.00	24,042.00	
	Total Property Expenses	10,127.54	9,558.07	10,744.20	10,342.94	9,516.21	9,421.25	10,071.05	9,535.86	0.00	0.00	0.00	0.00	79,317.12	127,500.00	48,182.88	37.8%

Agenda Item No.3.b Board of Directors Meeting 4/5/17

Variance

#### SEQUOIA HEALTHCARE DISTRICT Income Statement Fiscal Year 2016-17

	July	August	September	October	November	December	January	February	March	April	May	June	Year to Date	Budget 16-17	Amount	Percent
Grant Expenses																
Grant Admin Expenses	501.40	165,92	832.52	18,022,39	572.23	297.38	1,523,68	714,44					22,629.96	45,000.00	22,370.04	49.7%
Grant Admin Payroll	7,049.07	6,116.62	6,074.76	6,074.77	6,074.62	10,335.10	6,509.76	6,419,57				···	54,654,27	80,000.00	25,345,73	31.7%
SFSU Nursing Program	0.00	0.00	627,054.00	0.00	0.00	0.00	0.00	0.00			·		627,054.00	613,000.00	(14,054.00)	-2.3%
Samaritan House Grant	170,644.00	0.00	0.00	170,644.23	0.00	0.00	170,644.23	0.00		1			511,932,46	683,000.00	171,067.54	25.0%
Other Grants	3,000.00	10,000.00	320.00	8,500.00	0.00	1,633.50	3,769.87	0.00					27,223.37	90,000.00	62,776.63	69.8%
San Mateo Medical Ctr. So County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	537,000.00	537,000.00	100.0%
Ravenswood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350,000.00					350,000.00	700,000.00	350,000.00	50.0%
Community Grants Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					0.00	2,100,000.00	2,100,000.00	100.0%
Mission Hospice	500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00					500,000.00	500,000.00	0.00	0.0%
PFS-Sequoia 70	100,000.00	0.00	0.00	178,381.50	2,336.25	0.00	0.00	191,533.19			_		472,250.94	813,000.00	340,749.06	41.9%
Oral Health Coalition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00					50,000.00	50,000.00	0.00	0.0%
2016-17 New Grants & Programs	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	400,000.00					410,000.00	1,100,510.00	690,510.00	62.7%
Total Grant Expenses	781,194.47	16,282.54	634,281.28	391,622.89	8,983.10	12,265.98	182,447.54	998,667.20	0.00	0.00	0.00	0.00	3,025,745.00	7,311,510.00	4,285,765.00	58.6%
Program Expenses																
Living Healthy	0.00	2,063.03	3,991.45	6,662.30	5,167.53	2,147.50	216.00	2,721.85					22,969.66	58,000.00	35,030.34	60.4%
HeartSafe Admin Expense	20,000.00	145.00	275.30	604.56	75.00	75.00	370.31	75.00					21,620.17	39,000.00	17,379.83	44.6%
HeaftSafe Payroll	5,323.43	4,808.24	4,808.24	4,808.24	4,808.22	7,212.31	5,163.64	5,059.73					41,992.05	64,000.00	22,007.95	34.4%
HeaftSafe Training & Equipment	2,033.63	59.28	1,852.13	31.05	10,655.42	242.42	267.93	0.00					15,141.86	31,000.00	15,858.14	51.2%
School Health Admin	300.00	425.00	1,650.71	775.54	3,647.61	1,399.92	2,938.43	2,150.00		-			13,287.21	35,000.00	21,712.79	62.0%
School Health Payroll	7,825.93	8,310.72	8,894.43	7,448.22	8,642.01	10,969.63	8,049.44	8,345.12					68,485.50	160,930.00	92,444.50	57.4%
School Health Grants	333,115.00	26,550.07	130,525.00	4,000.00	175,569.74	275,642.00	236,164.98	638,504.75					1,820,071.54	3,300,560.00	1,480,488.46	44.9%
Total Program Expenses	368,597.99	42,361.34	151,997.26	24,329.91	208,565.53	297,688.78	253,170.73	656,856.45	0.00	0.00	0.00	0.00	1,980,598.33	3,688,490.00	1,707,891.67	46.3%
Total Expenses	1,227,847.94	97,601.95	861,703.66	497,717.13	266,672.98	4,182,482.51	486,483.40	1,704,457.86	0.00	0.00	0.00	0.00	9,301,997.77	15,719,600.00	6,417,602.23	40.8%
Net Surplus/Loss	(1,219,331.84)	(98,522.11)	(825,909.34)	(490,155.12)	718,786.37	4,626,524.13	(365,928.50)	(944,971.60)	0.00	0.00	0.00	0.00	1,400,491.99	(713,852.00)	(2,114,343.99)	

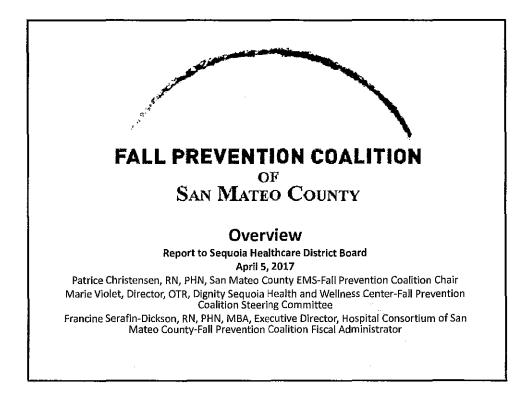
# Agenda Item No. 3.b Board of Directors Meeting 4/5/17

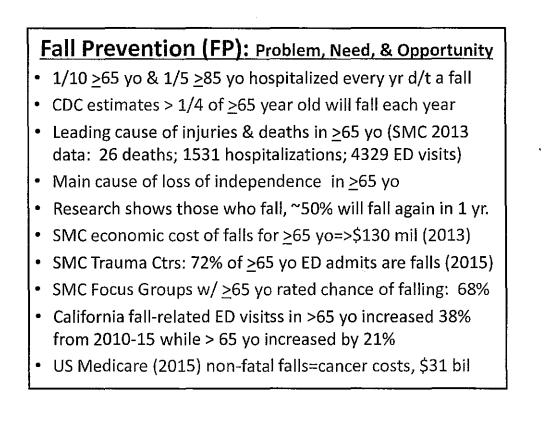
#### Budget by Month 2016-17

									Year	Projected		
Income	July	August	September	October	November	December	January	February	To Date	To Date	Difference	Budget
Rental Income	3,850.34	4,004.36	4,004.36	4,004.36	4,004.36	4,004.36	4,004.36	4,004.36	31,880.86	32,000.00	(119.14)	48,048.00
Tax Revenue	0.00	0.00	25,205.36	6,844.23	1,019,782.42	4,998,673.86	96,269.18	728,579.60	6,875,354.65	7,000,000.00	(124,645.35)	11,000,000.00
Investment Income	4,014.00	(5,446.00)	6,154.00	(3,634.00)	(38,664.00)	5,720.00	19,402.00	16,236.00	3,782.00	100,000.00	(96,218.00)	150,000.00
Interest Income	651.76	521.48	430.60	347.42	336.57	608.42	879.36	666.30	4,441.91	5,000.00	(558.09)	7,700.00
Pension Income	0.00	0.00	0.00	0.00	0.00	3,800,000.00	0.00	0.00	3,800,000.00	3,800,000.00	0.00	3,800,000.00
Total Income	8,516.10	(920.16)	35,794.32	7,562.01	985,459.35	8,809,006.64	120,554.90	749,486.26	10,715,459.42	10,937,000.00	(221,540.58)	15,005,748.00
Expense		· · ·				<u> </u>						
Admin. Expense	511.35	734.70	794.94	561.16	550.01	909.85	855.56	682.55	5,600.12	8,000.00	(2,399.88)	12,000.00
Admin. Payroll	20,673.20	18,093.25	17,925.85	17,925.85	17,925.85	32,922.56	19,623.73	19,417.60	164,507.89	160,000.00	4,507.89	240,000.00
Board Health Insurance	2,712.88	2,747.99	2,259.29	6,410.16	1,502.88	6,101.53	2,419.92	2,860.47	27,015.12	45,000.00	(17,984.88)	68,000.00
Employee Health Insurance	2,985.70	3,780.17	3,780.17	2,255.03	3,780.17	4,150.61	2,014.73	5,974.47	28,721.05	26,000.00	2,721.05	40,000.00
Employee Retirement Benefit	1,509.58	1,376.36	1,376.36	1,376.36	1,376.36	2,356.17	1,583.52	1,406.78	12,361.49	14,000.00	(1,638.51)	21,000.00
Investment Fees	0.00	0.00	0.00	7,071.55	3,750.00	0.00	7,070.89	3,750.00	21,642.44	30,000.00	(8,357.56)	46,000.00
Office Supplies/Equip Maint	1,144.19	47.53	241.17	290.68	964.09	205.87	779.95	376.19	4,049.67	7,000.00	(2,950.33)	11,000.00
Accounting fees	0.00	0.00	15,000.00	0.00	0.00	3,000.00	0.00	0.00	18,000.00	18,000.00	0.00	21,000.00
Board Expense	0.00	0.00	50.60	30.14	0.00	315.92	0.00	80.29	476.95	1,000.00	(523.05)	6,500.00
Associations/Membership	7,500.00	0.00	10,000.00	0.00	0.00	0.00	0.00	0.00	17,500.00	17,500.00	0.00	18,000.00
Communications	0.00	475.00	0.00	25,040.63	587.28	275.99	240.35	0.00	26,619.25	26,000.00	619.25	30,000.00
Web Site/IT	1,700.00	3,145.00	4,186.54	4,873.83	4,701.50	12,353.00	4,044.00	4,305.00	39,308.87	44,000.00	(4,691.13)	66,000.00
Gen'l Liability & D&O Insurance	29,191.04	(1,000.00)	0.00	(197.00)	0.00	(1,000.00)	(88.57)	(895.00)	26,010.47	26,000.00	10.47	29,000.00
Election Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150,000.00
LAFCO fees	0.00	0.00	0.00	5,783.00	0.00	0.00	0.00	0.00	5,783.00	8,500.00	(2,717.00)	8,500.00
Legal Fees	0.00	0.00	9,066.00	0.00	4,470.00	1,485.00	2,250.00	1,440.00	18,711.00	17,000.00	1,711.00	25,000.00
Bank Fees	0.00	0.00	0.00	0.00	0.00	30.00	0.00	0.00	30.00	60.00	(30.00)	100.00
Pension	0.00	0.00	0.00	0.00	0.00	3,800,000.00	0.00	0.00	3,800,000.00	3,800,000.00	0.00	3,800,000.00

# Agenda Item No. 3.b Board of Directors Meeting 4/5/17

									Year	Projected		
	July	August	September	October	November	December	January	February	To Date	To Date	Difference	Budget
Maintenance	1,165.00	944.46	1,486.80	1 <b>,780.0</b> 0	1,157.00	1,629.46	1,449.88	1,292.81	10,905.41	14,000.00	(3,094.59)	22,500.00
Utilities	1,269.07	2,493.86	3,137.65	2,443.19	2,239.46	1,672.04	2,501.42	2,123.30	17,879.99	20,000.00	(2,120.01)	30,000.00
Property Insurance	1,573.72	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,573.72	2,000.00	(426.28)	2,000.00
Depreciation	6,940.33	6,940.33	6,119.75	6,119.75	6,119.75	6,119.75	6,119.75	6,119.75	50,599.16	48,000.00	2,599.16	73,000.00
Grants												
Grant Admin Expenses	501.40	165.92	832.52	18,022.39	572.23	297.38	1,523.68	714.44	22,629.96	30,000.00	(7,370.04)	45,000.00
Grant Admin Payroll	7,049.07	6,116.62	6,074.76	6,074.77	6,074.62	10,335.10	6,509.76	6,419.57	54,654.27	54,000.00	654.27	80,000.00
SFSU Nursing Program	0.00	0.00	627,054.00	0.00	0.00	0.00	0.00	0.00	627,054.00	613,000.00	14,054.00	613,000.00
Samaritan House Grant	170,644.00	0.00	0.00	170,644.00	0.00	0.00	170,644.23	0.00	511,932.23	512,000.00	(67.77)	683,000.00
Other Grants	3,000.00	10,000.00	320.00	8,500.00	0.00	1,633.50	3,769.87	0.00	27,223.37	60,000.00	(32,776.63)	90,000.00
San Mateo Medical Ctr. So County	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250,000.00	(250,000.00)	537,000.00
Ravenswood	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350,000.00	350,000.00	350,000.00	0.00	700,000.00
Community Grants Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,100,000.00
Mission Hospice	500,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500,000.00	500,000.00	0.00	500,000.00
PFS-Sequoia 70	100,000.00	0.00	0.00	178,381.50	2,336.25	0.00	0.00	191,533.19	472,250.94	475,000.00	(2,749.06)	813,000.00
Oral Health Coalition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	50,000.00	50,000.00	0.00	50,000.00
2016-17 New Grants & Programs	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	400,000.00	410,000.00	500,000.00	(90,000.00)	1,100,510.00
Programs												
Living Healthy	0.00	2,063.03	3,991.45	6,662.30	5,167.53	2,147.50	216.00	2,721.85	22,969.66	35,000.00	(12,030.34)	58,000.00
HeartSafe Admin Expense	20,000.00	145.00	275.30	604.56	75.00	75.00	370.31	75.00	21,620.17	26,000.00	(4,379.83)	39,000.00
HeaftSafe Payroll	5,323.43	4,808.24	4,808.24	4,808.24	4,808.22	7,212.31	5,163.64	5,059.73	41,992.05	42,000.00	(7.95)	64,000.00
HeaftSafe Training/Equip	2,033.63	59.28	1,852.13	31.05	10,655.42	242.42	267.93	0.00	15,141.86	15,000.00	141.86	31,000.00
School Health Admin	300.00	425.00	1,650.71	775.54	3,647.61	1,399.92	2,938.43	2,150.00	13,287.21	20,000.00	(6,712.79)	35,000.00
School Health Payroll	7,825.93	8,310.72	8,894.43	7,448.22	8,642.01	10,969.63	8,049.44	8,345.12	68,485.50	100,000.00	(31,514.50)	160,930.00
School Health Grants	333,115.00	26,550.07	130,525.00	4,000.00	175,569.74	275,642.00	236,164.98	638,504.75	1,820,071.54	2,000,000.00	(179,928.46)	3,300,560.00
Total Expenses	1,228,668.52	98,422.53	861,703.66	497,716.90	266,672.98	4,182,482.51	486,483.40	1,704,457.86	9,326,608.36	10,040,560.00	(713,951.64)	15,719,600.00

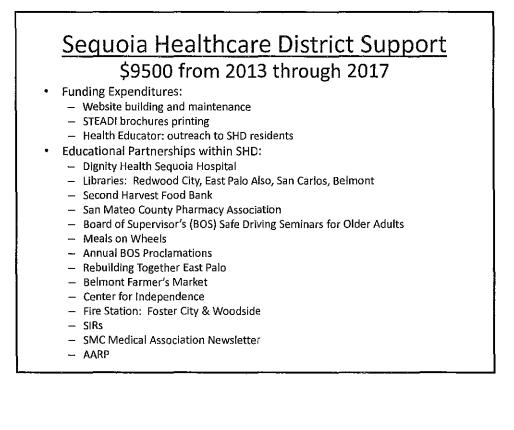




# Fall Prevention Coalition of San Mateo County (SMC) Mission Statement

To prevent falls among older adults living in our community through collaboration, education, resource development, and advocacy.

- Work is guided by triennial strategic plans (2008, 2011, 2015), with measured outcomes.
- > 60 Members:
  - all hospitals serving SMC residents
  - SMC Health System
  - community-based service organizations
  - for-profit companies serving older adults



# Lectures within SHD

touching ~ 300 residents

# **Senior Centers**

Twin Pines East Palo Also

Foster City

Menlo Park

Little House

Vets Memorial

San Carlos

Roesner House

San Carlos Adult Day Care

Hopkins Manor Gordon Manor

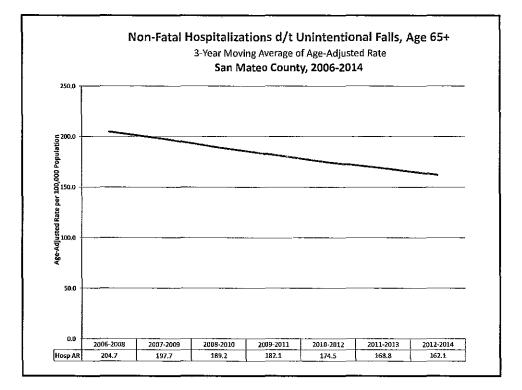
The Sequoias

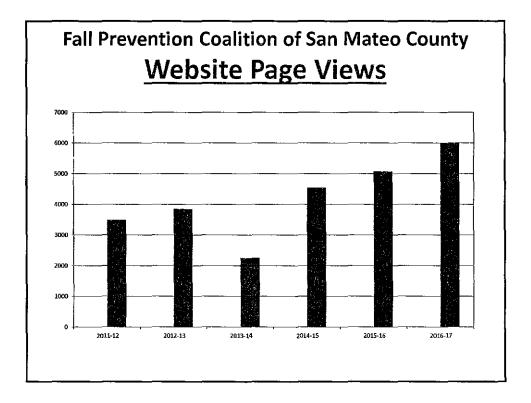
**Older Adult Residences** 

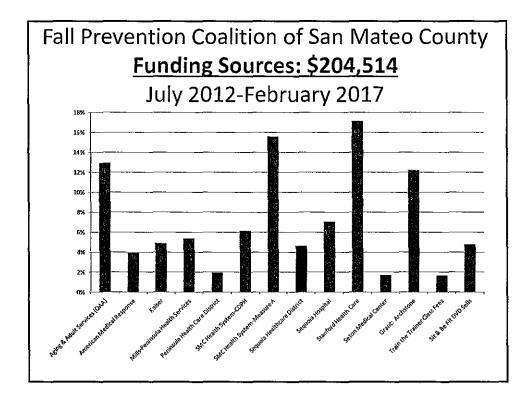
Crane Place

Lesley Terrace

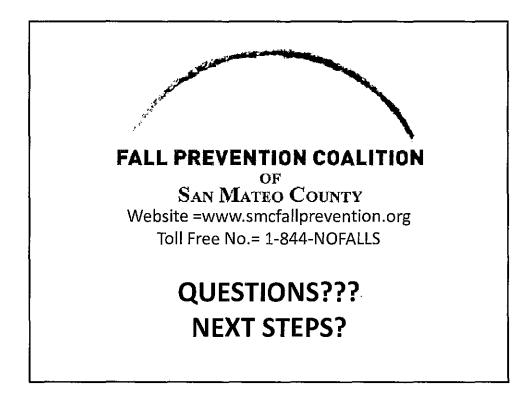
Foster City Village







4



#### Mission Hospice & Home Care Woodside Mission House

A couple months ago we were approach with the opportunity to purchase a residential care facility so we could open a second Hospice House facility to serve the South County. With the support of our Board and a generous benefactor gift we will be closing on the property located on 2028 Maryland Street in Redwood City by late May, 2017. We are requesting the Sequoia Healthcare District provide a grant of \$300,000 to support the Woodside Mission House.

We have been operating our Mission House in San Mateo since October, 2015. During this period the facility has been at near capacity (85 to 90%) and served over 150 individuals. Once the renovations are completed, we anticipate Mission House will double this number. Mission House serves individuals whose families are unable to care for them in their homes and/or with acute symptom management needs. The medium length of stay has been 7 days and with a high percentage staying 3 days or less. Without exception individuals and their families have benefited from the care and have complimented us for the love and supportive approach given at our Mission House. Many of the individuals have come directly from both Emergency room and hospital settings.

The demand for care exceeds the capacity of our Mission House in San Mateo. Both Kaiser Redwood City and Stanford Medical Center refer to the Mission House on an ongoing basis. Stanford is entertaining a RFP to establish a contract for direct admissions to both our hospice houses. Location of hospice facilities is important to the families and given the demand we have seen to date the South County is greatly underserved.

We have purchased the facility for \$1,725,000 and anticipate investing between \$600,000 and \$700,000 to renovate the home and another \$600,000 or so in start-up cost. Mission Hospice & Home Care total investment will be at least \$3,000,000 to open Woodside Mission House. The facility will open sometime in the fall after the renovation is completed. The program will provide a high level of care including having the capacity to admit individuals from both hospital and emergency room settings. There will be 24 hour licensed staffing overseen by nursing and medical co-directors. We anticipate we would serve between 200 and 250 patients a year with an average length of stay of 7 days and an occupancy rate of 85%. Most of these individuals would come from the South County (within Sequoia Healthcare District boundaries) and Northern Santa Clara County.

Mission Hospice & Home Care with the support of the District has invested in two Hospice Homes which did not exist in San Mateo County. There is a clear demand and need for a hospice house, especially a facility such as the Woodside Mission House that provides interdisciplinary and a holistic approach to hospice care.

Thank you for your consideration.



#### Agenda Item 4.C Board of Directors Mtg. 4-5-17

Magical Bridge is a playground for everyone and everyBODY, regardless of ability, disability, size or age -- and addresses the play needs of children and adults living with autism, physical and cognitive differences, hearing and visually impairments, and even the aging population. Both "typical" and "special needs" kids and adults play side by side, as never before. The real "MAGIC" happens when everyone truly plays together, and barriers are eliminated, and differences disappear.

Heralded as the nation's most innovative and inclusive playground, Magical Bridge Foundation selected Redwood City as their second playground project, and is currently working with the community, foundations and businesses to help fully fund the project. We are almost there!

The mission of the Magical Bridge Foundation is to make sure that every child has a place to play where they feel equal, included, and connected to their family, friends and community. The Magical Bridge Playground in Redwood City is a critical next step to show that we can create not just a magical play space but a culture of inclusivity within a highly diverse community.

The Foundation has been working diligently to build support for this project and increase feelings of inclusion across all segments of the community. Working closely with the City and local groups we have secured approximately \$3.4M of the estimated \$3.6M project costs. We hope the stars MAGICALLY align -- and kindly ask Sequoia Healthcare District to consider an additional contribution of \$200k to help conclude fund raising and begin construction. We are planning on breaking ground in October 2017 and opening to the public in March 2018.

With gratitude, Jill Asher Founder, Magical Bridge Foundation

# Community Engagement and support for the Magical Bridge Playground in Redwood City

Our goal is to reach every family in the community with our message about the power and importance of inclusive play. The community has been incredibly supportive, excited and engaged in the effort to bringing a Magical Bridge Playground to Red Morton park. This sense of community ownership is the real "magic" of the playground and is partly reflected in the fundraising numbers below.

Committed funding from large Organizations	Contributions from individuals, small organizations, and family foundations
<b>\$1.5m</b> – City of Redwood City	<b>\$450,000</b> – Burns Family Foundation
<b>\$400,000</b> – Sequoia Healthcare District	(sponsoring Slide Mound)
<b>\$250,000</b> San Jose Sharks	<b>\$300,000</b> – Leland Levy and Judy Huey
Foundation + SAP Foundation	(sponsoring water feature)
(sponsoring Innovation Zone)	\$110,000+ Individual, online
<b>\$75,000</b> – Axciom Corporation, RWC	donations (over 500 individual
<b>\$50,000</b> – Board of Supervisors, San	donors)
Mateo County (Warren Slocum as	<b>\$50,000</b> – Acton Family Fund
sponsor of carrousel)	<b>\$25,000</b> – Anonymous family
<b>\$50,000</b> – Kaiser Permanente	foundation
<b>\$10,000</b> – Walmart Foundation	<b>\$21,000</b> – Redwood City Elementary
<b>\$10,000</b> – Odd Fellows Lodge #109 &	and Middle schools ( <b>450 classes</b>
Rebekah Lodge #48 of Redwood City	participated in coin drive)
<b>\$6,200</b> – VMWare Foundation in	<b>\$20,000</b> – Tom and Mary Gallagher
recognition of Colleen Kapase	Foundation
	<b>\$5,000</b> – Peter & Paula Uccelli
	Foundation
	<b>\$5,000</b> – Footsteps Child Care, Inc.
	<b>\$5,000</b> – Jason & Ilona Pollak
	<b>\$2,500</b> – Redwood City Parents Club

Additional notes about our community engagement and fundraising to date:

- **Over 500 individual donations** ranging from \$10-\$2,500 (median of \$300) from members of the community.
- The \$20k grant from the **Tom and Mary Gallagher Foundation** was a matching grant to funds that were raised in honor of Brooke Armer. This truly touching campaign was initiated by Brooke's family and raised a total of over \$50,000 to make the Magical Bridge Playground part of Brooke's legacy. See link to Armer fundraising page: <u>http://www.magicalbridge.org/brooke</u>
- Several other community organizations have engaged their members in fundraising efforts including Congregation Beth Jacob and the Tutu School. These efforts have raised several thousand dollars while spreading the message of inclusion.
- As of March 27th we are close to completion of raising \$75k in a matching grant challenge from **Jacque M. Littlefield Foundation**
- **K-8 Redwood City School District wide Coin Drive:** All 16 RWC public elementary and middle school classrooms participated in a coin drive to help support Magical Bridge **\$21K** in pennies, nickels, dimes and quarters were collected by our public school students. Over 450 classrooms participated in the coin drive.
- **K-8 Redwood Shores Schools** will be participate in a coin drive during the month of April. See link here: <u>https://magicalbridge.salsalabs.org/redshores</u>
- **Box.org extends a \$10K employee matching grant program.** This is the first time Box is giving back directly the local community. See link here: <u>https://magicalbridge.salsalabs.org/rwcbox</u>
- Whole Foods Market RWC selected Magical Bridge Playground as their Nickels for Nonprofit recipient. Donations through the store will run from January through April 2017.
- **Crack'd Toffee** donated \$1 for every 5 pounds of toffee sold for January and February 2017. \$300 donation made.
- **Bingo Benefiting Magical Bridge, hosted by RWC Women's Club.** Over 100 attendees to this sold out event. Club raised \$1k in funds to support Magical Bridge in Redwood City.
- **Film Festival:** In partnership with SFSU's Paul Longmore's Institute on Persons with Disabilities and the Lighthouse Foundation, Magical Bridge

Foundation is bringing a **Superfest Disability Film Festival** to Redwood City on May 6th. This is a FREE, family-friendly event, meant to celebrate and showcase films made by and about people with disabilities. https://rwcdisabilityfilmfestival.eventbrite.com

For additional information, see:

Magical Bridge brochure and sponsorship opportunities: <u>http://magicalbridge.org/assets-</u> <u>foundation/images/rwc/Magical%20Bridge%20Playground%20in%20Redwood%20Cit</u> <u>y%20Donor%20Brochure%20LR.pdf</u>

Web page: Magical Bridge Playground in RWC: <u>http://www.magicalbridge.org/redwoodcity</u>

Video Interview of Jill Asher (Magical Bridge Foundation) and Chris Beth (Park and Rec Dept.) talking about Magical Bridge Playground coming to RWC: Part One: <u>https://youtu.be/wO3TwM5L850</u> and Part Two: <u>https://youtu.be/qVNULZ4\_jpA</u>

FAQ about Magical Bridge Playground in Redwood City: <u>http://magicalbridge.org/assets-</u> foundation/images/rwc/MagicalBridge RedwoodCity FAQ.pdf

Video: introducing Magical Bridge Playground to Redwood City: <u>https://youtu.be/XkIV3goS86w</u>

Video: Help Fund Magical Bridge Playground in Redwood City : <u>https://youtu.be/bbLXz\_JI6N4</u>

# CEO Report: April 2017- Lee Michelson

- Meals on Wheels- I attended along with Katie Kane, Kim Griffin and Pamela Kurtzman attended the annual VIP delivery day where it was announced that there currently is a waiting list of participants including 15 of our residents. The annual Dine-out fundraiser is scheduled for Tuesday May 9 at restaurants throughout the Peninsula.
- ACHD- I will be attending the annual Legislative Days on April 3-4 along with the Board of Directors meeting on April 5. I will report on these meetings verbally at our Board meeting.
- 3. CDA Cares- is scheduled for April 22-23 at the event center in San Mateo where it is expected that 2,000 people will receive free dental services. I served as fundraising chairman of the event and fortunately we surpassed our goal of \$200,000 by more than \$25,000 to-date.
- 4. Pension-I attended the quarterly pension meeting in March. At that time the market was strong and therefore our investment portfolio showed a good return. The number of participants receiving benefits grows annually as employees retire. The next meeting is June 14.
- 5. LAFCO- the draft of the municipal service review was completed by the consultants hired by LAFCO. The next step is a public hearing on April 20 followed by a revision and a formal presentation to the LAFCO Board in May.
- 6. Planning Committee- the strategic planning committee consisting of myself, Katie Kane, Jerry Shefren and Pamela Kurtzman has met with over 50 advisors and a draft has been written for review by the committee. The goal is to present our draft to the full Board in May for discussion.
- 7. 70 Strong- The initial group of advisors were recently reassembled for a project update where staff of Peninsula Family Service shared their work to-date and solicited ideas. The website remains a work in progress and improvements and additional information is added regularly. Two of the three navigators have been hired and home visiting has begun.
- Election- we received our invoice for the November 2016 election and were somewhat surprised to see the cost at more than \$260,000 a 56% increase over our last election. This was due to a better than 80% voter turnout compared to 40% in 2016.

- 9. Apple Tree Dental- a sub-committee of me, Art Faro and Jerry Shefren have been meeting with the executives of Apple Tree Dental to discuss performance and their challenges. I will make a full report on their progress in my next CEO report.
- 10. The District is one of the sponsors of a mental health symposium being sponsored by Caminar on the evening of May 18. All are invited to attend.
- 11. Board members are also invited to attend the retirement testimonial for Ombudsman CEO Tippy Irwin on April 30.

#### MEMORANDUM

TO:	Lee Michelson
FROM:	Mark D. Hudak
DATE:	March 28, 2017
SUBJECT:	Use of District Email Accounts

On March 2, 2017, the California Supreme Court issued an opinion that resolved an open issue under the California Public Records Act – are private email accounts used by public agency employees and elected officials subject to disclosure under the Act? In *City of San Jose v. Superior Court*, the Supreme Court held that such emails can be public records and subject to disclosure under most circumstances.

The Santa Clara Superior Court had ruled that emails sent and received on personal email accounts by some city employees, redevelopment agency officials, and city council members were not public records because the city did not own or control the accounts.

The Supreme Court reversed this decision and held that emails to and from elected officials on private accounts which relate to public business are public records and subject to disclosure unless protected by a specific exemption.

As a result of this decision, if the District receives a request under the Public Records Act, staff or attorneys may be required to conduct a search of a director's private email account to locate responsive records. Staff or the attorneys will have to decide whether each email is sufficiently related to the business of the District to be a "public record" and, if so, whether it is protected by an exemption (such as attorney-client privilege, the deliberative privilege, employee privacy, etc.). The search may involve both personal accounts (such as gmail) and accounts maintained on another company's server.

In order to avoid confusion, the preferred course is for each director and staff member to use the email account provided by the District for all District-related business. This will avoid unwanted intrusion into personal accounts. It will also be easier for the District to search for responsive records when a request is received. The District should develop a retention policy so that emails are maintained for a set period, then deleted unless specifically saved.

Please let me know if you have any questions regarding this decision. Any director or staff member who has a question can contact me directly at (650) 638-2390 or Mark@mhudaklaw.com.

# Pamela Kurtzman Staff Report Feb-March 2017

# Activity Summary

# I. Healthy Schools Initiative Updates:

## School Mental Health- update

- Mike Newlin, our Evaluation consultant, is actively drafting a formal data collection plan that is expected to begin as early as June 2017, with the bulk of the work being completed over the Fall 2017- Winter 2018. Additional details, including the projected timeline are available upon request.
- Continuing to assess the feasibility of bringing the Australian-based model, "Headspace" teen mental health drop-in center to our local community. The Boys and Girls Club RWC is still being considered as a potential site for this model. Due to the relatively close proximity of the RWC Boys and Girls Club to the NFO Clinic, a meeting with the NFO Clinic Director is being scheduled for mid-April to discuss the impact it could have on the NFO clinic and how we might collaborate on this endeavor.

## • San Mateo County School Wellness Advisory Committee (SMCSWAC)

On Jan 25<sup>th</sup> we held our third annual wellness summit at the Silicon Valley Community Foundation and invited Milton, Reynolds, from *Facing History and Ourselves*; an organization that works to empower youth to confront bigotry and anti-Semitism, to be our keynote speaker. The presentation was very well received by superintendents, school administrators, and teachers from all over the county who attended the event.

## • School Nursing Concerns- Update

Kim Griffin and I will present a draft plan for helping to address school nursing concerns at our April Board meeting.

## • HSI Grants

2017-18- We received 24 LOI's this grants cycle. Twelve are repeats and 12 are for new programs. LOI's were distributed to relevant Wellness Coordinators on Feb 20<sup>th</sup> and full applications were requested from 17 of the 24 applicants. Full apps will be due March 31<sup>st</sup> and the committee review of full apps will take place on May 9<sup>th</sup>. We will present their recommendations at our May 16 special district Board meeting.

# • HSI parent newsletter

The next issue of the Belmont newsletter will be released in April.



- We are beginning work with ASR to assist with evaluation efforts for the PE+ program. Specifically, with tracking final outcomes, individual variables, and tracking year to year progress. We are particularly interested in using the data we currently collect to track a population of students as they go from year to year- as kids move in and out of the school/district. I'm especially interested in learning the impact PE+ has made over the years.
- I have been meeting with the PE+ management team to begin budgeting for the 2017 summer program and 2017-18 school year. I anticipate program costs to increase due to the need to increase salaries for coaching staff. Retention rates for coaches who are not part of the sub-credential program are beginning to decrease. Partners are currently meeting the PE+ retention goals, but anticipate to fall below the goals next year. This is based on trends and anecdotal conversations with coaches so far this year. In addition, recruiting is becoming more difficult due to higher competing wages. Last year PCC averaged 11 applicants per open position. This year they are down to 5 applicants per position. The smaller pool limits the quality of coaches they can find and place at a school.

# II. Caring Community Grants

• **2017-18:** We received a total of 54 applications this grants cycle; thirty-six renewals and 18 new applications. Our grants committee met on Jan 28<sup>th</sup> to review LOI's and select applications to request full proposals. The number of full proposals requested totals 47; 37 renewals and 10 new programs.

# III. Healthy Kids

As you know, the expansion of Medi-Cal to children in households at up to 266% of the Federal Poverty Level, regardless of documentation status, went into effect last May. Now that there are only 2,000 uninsured kids in the County, SHD will no longer be providing funding for this program. Lee and I, along with other voting members of the advisory committee, will have input on how best to spend program reserves at our next meeting in July. I will provide an update to the Board at our August board meeting.

# IV. Community/Additional Activities

- Assisting with District Strategic Planning
- Attended RWC 2020 breakfast- Feb 15<sup>th</sup>
- Attended HIP Conference 2017 Healthy Innovative Practices: Creating Health Through Innovation- March 2<sup>nd</sup>
- Participated in the CHC Teen Mental Health Collaborative meeting- March 3
- CASA appreciation event- March 16 feedback
- Hosted breakfast gathering of non-profit partners and county agencies to get their feedback on a new mobile app designed to reinforce sobriety- March 17
- Attended Meals on Wheels funder appreciating event- March 22
- Attended CORA luncheon, March 23

## Committees

- San Mateo County School Health Alliance Co-Chair (meets each month)
- Redwood City School District Wellness Committee (Meets 2<sup>nd</sup> Tuesday each month)
- $\circ~$  Sequoia Union High School District Wellness Advisory Committee (WAC) (meets  $3^{rd}$  Monday each month)
- Belmont- Redwood Shores Wellness Committee (meets 3<sup>rd</sup> Thursday each month)
- San Carlos School District Wellness Committee (meets 3<sup>rd</sup> Tuesday each month)
- Las Lomitas Wellness Committee
- South County Mental Health Collaborative (meeting dates TBD)

# V. Attachment

Updates from our Wellness Coordinators



# Wellness Coordinator Activity Highlights Feb-March 2017

# San Carlos

- **Parent Education:** Events were held on March 2 for Health Connected, and on March 15 in celebration of Ability Awareness Week.
- Health Education: Aligned curriculum for sexual health education with NGSS and Health Content standards, Nurses completed training in Puberty Talk to prepare to offer to all 5th graders
- Safety Education: February 17 conducted Safety lessons for all TK-4 students at Arundel, Brittan Acres and Arroyo students. Central Middle and Arroyo Elementary are both planning a joint Big 5 training with SMCOE staff and. Several district staff attended the Mental Health First Aid class.
- **Special Events:** Ability Awareness Week was a huge success with all of our elementary PE programs working together with a full week of impactful activities. Here is the <u>Legarza curriculum plan for that week</u>. We are also busy planning for Hometown Days events with Sequoia Healthcare District
- **Ongoing:** Staff development for middle school PE teachers to develop a whole-child rubric to replace traditional grading and align to the 5Cs
- **Ongoing:** Developing surveys and other tools to align our SCSD Local Accountability Plan in a way that integrates all of the wellness initiatives mentioned here.

# **Belmont- Redwood Shores**

- Focus on educating the whole child to develop well rounded adults ready for life. This month BRSSD focused on health education including sexual education and mental health. Health Connected expanded its comprehensive sexual education to our new K-8. Their parent education night had a good turnout and was well received, as is the service they provide.
- In collaboration with the psychologists, counselors and the Health and Wellness Educator, a presentation concerning children in mental crisis was developed and delivered for the district principals.
- Both students and staff have more stress and anxiety now, then in the past. One way BRSSD is addressing this trend is by making long term and short term plans supporting

Mindfulness in the classrooms as well as for our staff. This includes financially supporting the training of several staff members who will then bring the training out into the schools to promote emotional wellness.

# **Redwood City**

- Social Emotional Learning: Planned and implemented two separate workshops in December 2016 and January 2017 with WestEd using their School Climate Toolkit facilitation process to create an implementation plan for high-leverage school climate improvement activity. One meeting was with school principals to develop a districtlevel rationale for school climate improvement. The other meeting was at North Star Academy to define a rational for a specific high-leverage activity that they had already implemented (a teacher-student mentoring program.)
- Make Time for Fitness: Participating in meetings to improve the integration spring field trip event and lessons that take place at school throughout the year. Dairy Council of California nutrition lessons and PE+ tobacco lessons have been developed to support information presented at event learning stations. Also working with IT department to develop an online system for administering the pre- and post-tests for the event.
- Supporting nursing services: Staffing, immunization compliance, mandated screenings, etc. Presenting at Office Managers meeting monthly to maintain communication between departments and strengthen working relationship so that schools and nurse continue to work together as a team.

# Las Lomitas

- Staff Wellness: Developed "Staff Needs Assessment Survey" to determine faculty/staff health priorities for future programs which address employee wellness. Provided presentation to La Entrada faculty on breathing techniques for stress management.
- **Parent Education**: LLESD Parent Education class: "Break Free of the Overparenting Trap and Prepare Your Kid for Success", with Julie Lythcott-Haims. Met with Charlene M. to discuss LLESD Parent Education Series.
- Mental Health: Met with Karen Junker to learn more about restorative practices and how to possibly bring to LLESD. Participated in SHD retreat with Pamela K., Mike N., and others. Attended CHC's fundraising breakfast: "Partnering for Mental Health". Attended Achievement Gap Summit, SMCOE.

# Sequoia Union

• Mental and Social-Emotional Health:

- Mental Health Staff Jan. PD update—Over 700 staff have taken the Kognito online mental health training (2 modules—"At Risk for High School Educators" and "Step In, Speak Up" for supporting LGBTQ youth). Post surveys revealed a 97-98% satisfaction rating! Mental Health trainings for students—funding for Kognito's Friend2Friend pilot was provided by the SHD. This pilot is ongoing, with enthusiastic focus group feedback from students thus far. A total of ~250 students are currently participating in this pilot.
- SUHSD Wellness Coordinator meetings—on March 13<sup>th</sup>, we discussed strategies for improving parent education outreach to ALL families, including our EL parents. A target topic is Addiction Prevention and Education as well as offering support within our schools and community. We are researching the feasibility of videotaping some of the events, and posting them as links to be viewed at the parents' convenience.
- South County Mental Health Collaborative meetings—The SUHSD has led an effort with our 8 feeder schools to share information on 8<sup>th</sup> grade students as they transition to 9<sup>th</sup> grade at our high schools (specifically IEP, 504, SARB, and SST data). This process will encourage the "warm hand-off" that is needed for these at-risk students. Discussions about combining the efforts of this County Collaborative with those of the SHD HSI Coordinators next year are moving along well. Our first joint meeting was on Feb. 15<sup>th</sup> with Mike Newlin and Jenee Littrell.
- Neuroscience of Addiction pilot—The SHD will continue to play a role in the development of this program. Goals for this spring and summer include: a Qualtrics analysis of the pre and post survey data, reworking the curriculum based on feedback from the 420 student pilot, recruitment of additional teachers for Fall, 2017, and providing adequate PD opportunities for participating teachers.
- Quiet Time program—Discussions regarding a greater emphasis on staff trainings are ongoing. The SUHSD appreciates the continued generous support from the SHD for this innovative program. We have also received requests for additional mindfulness trainings for teachers.
- PE and Sports Injury:
  - Brainbook Concussion Pilot and ImPact Testing—March 30<sup>th</sup>—Collaborative meeting with all ADs, ATCs, and other concussion partners. Will hear updates on ImPact testing, which is ongoing at all four sites. Will also plan the Brainbook curriculum roll-out for Fall, 2017 in freshmen PE classes.
  - Hands Only CPR—we are currently finishing up our 5<sup>th</sup> year of CPR training for freshmen. AB 1719 will require CPR training as a graduation requirement as of 2018-19, so we are well ahead of the curve!
- Health Services:

Teen Heart Screening-Hosted our 2<sup>nd</sup> successful heart screening at M-A on Jan. 29<sup>th</sup>, with the support of the SHD and the Via Heart Project. 284 teens were screened, with 12 students requiring follow up.

# Woodside Elementary

- Physical Fitness: Grades K-5. We are looking at the concept of "physical literacy" as an essential part of the physical education program. Physical literacy is the "motivation, confidence, physical competence, knowledge and understanding required by participants that allows them to value and take responsibility for engaging in physical activity and sport for life." Physical literacy is no different than other aspects of literacy. Kids are not born physically literate. Just like reading and writing, children need to learn to move. Research has shown that being physically active later in life depends on an individual's ability to feel confident in an activity setting. That confidence most often comes from having learned fundamental movement and sport skills, or physical literacy as a child. Without the development of physical literacy, many children withdraw from physical activity and sports and turn to more inactive and or unhealthy choices during their free time.
- **Physical Fitness:** Grades 6-8. This semester SEL lessons were included in the physical education classes. Topics included "grit", self-regulation, resilience, perseverance, consequences of pressure/stress, personal challenges, "exercising your mind" attitude and outlook etc.
- Mental Health: Advisory is a SEL class that is part of the middle school curriculum. All students participate in Advisory. Students recently viewed a film called Kindness is Contagious. The film discusses the power of kindness and the idea of kindness as an emotional contagion. Please see photos of the student project. Advisory also serves as an open session discussion group. Students have recently been concerned with homework/project pressure, relationships and how the election results will affect themselves and their friends. Middle schoolers will also view the films Miss Representation, The Mask You Live In, and Screenagers. Please see SEL teacher update.
- Nutrition: Please see Garden News Letters. Students made tomato soup, variety of teas, radish sandwiches, importance of composting.
- **Staff Education:** Teachers and staff will continue with their emotional, health, stress, mindfulness presentations and classes this month.
- **Parent Education:** The parent group has introduced TED talks at Woodside School. February TED: Scientific Advancements in Health. March TED: Embrace Wellness.

## Menlo Park City

- Elementary counselors at each school site continue to teach lessons focused on CASEL's 5 Core Personal Competencies. They deliver these lessons in all classrooms and incorporate Restorative Practices as well as site-specific Social-Emotional Learning (SEL) goals for each grade level. In collaboration with these efforts, the middle school has continued its Character Education, now called "Community Wellness" program for the 2016-2017 school year, with new lessons derived from Hillview Middle School's themes, the 3Cs: "Character, Collaboration, and Commitment to Learning." Lessons are organized by the school counselors, taught during PE classes, and led by staff, parent volunteers, and 8th grade student leaders.
- The connects to the Tier 3 Positive Behavior Intervention Programs run at each school site. These programs won the Kent Award last year and support our students in most need of caring adult relationships and positive behavior intervention. Students can exit out of the program once they meet their individual goals, or they can continue in the program once they get to the middle school level. Lastly, MPCSD continues the work it began in September 2015 with the LGBTQQ advocacy group, Gender Spectrum. In accordance with amended California Education Code 221.5, at the start of the start of the 2016-2017, each of our now five school sites has one designated "gender neutral" bathroom with a new District approved bathroom sign.
- As the school year ramped up, MPCSD continued to assess and refine all of its socialemotional learning and health related programs. The District recognized it needed to do more community outreach with our East Palo Alto families. Community Liaison, Flor Espinal, was hired at the start of the school year to engage and partner with our EPA families and this collaboration has been incredibly impactful! Additionally, all four District schools have been trained in and adopted the methodology from the International Institute for Restorative Practices, specifically the Restorative Justice program at the middle school, which is a process for suspension diversion. All Restorative Practices are aimed at creating human connection between adults and students on campus, as well as engender an empathic school culture.

## **Portola Valley**

 As a school district, we completed our PBIS Tier one training in January and have moved into Tier 2 Interventions and trainings at the Santa Clara County Office of Education. As a staff, we targeted At-Risk students that were good candidates for our Tier 2 Check-In/ Check Out system with our school counselor. Forms were created, and our counselor chose a few students to pilot this program with students- getting parent buy in and working with staff on positive interventions for these students for the remainder of this school year. We are tracking behavior referrals and analyzing when/where they occur and are making changes in our coverage during unstructured (unsupervised) times such as passing periods.

- In addition, I met with our CTA President to work on "mandating" the positive ticket system on our campus that a number of teachers were refusing to take part in(we had about 85% buy in, but teachers were handing them out less and less). In doing some research, because PBIS is a district initiative, teachers refusing to take part could be subject to disciplinary action and this was communicated to those teachers that were pushing back. Now, all teachers are handing out tickets to students and we are really seeing buy in and a pay off in student behavior with a sharp decline in the numbers of referrals.
- We administered our Mid-Year Climate survey in February that focuses on Bullying behaviors, student/ adult connections, stress levels in students etc. We analyzed this data and shared it at our board meeting in early March in an update on school climate. We also are in our first year of working with Challenge Success and have had two parent nights, and staff trainings around overscheduling students and homework loads. Middle school students were asked last week to take the Challenge Success Survey that focused a lot on parent expectations, balancing home and school activities etc. Challenge Success will present us with a report, and we will then do an additional Board Presentation on this data. From this information, we will choose one to two target areas to focus on with the staff and community next year and additional parent education. More than likely it will be looking at our homework policy- time spent/ quality assignments, and management and organization of school projects to try to decrease the load and reduce stress and anxiety in students.
- Additionally this year, we are holding parent meetings for our Voluntary Transfer Students and these meetings are in the evening in East Palo Alto. Dinner as well as babysitting is provided for parents and we bring in relevant topics to discuss. We have a meeting coming up in April, and Challenge Success is presenting, and I am also organizing a meeting to discuss the bus ride to and from school which can take over 2 hours for some of our students. The head of Sequoia Transportation will be in attendance along with the bus driver, and I will lead a discussion with all partiesstudents, parents, administration, transportation department to come up with better solutions to decrease discipline issues on the bus and improve conditions.

# HeartSafe Program

Activity Summary for Feb & Mar 2017

#### HeartSafe Region Task Force Meetings

Attend and participate in regional planning and support.

#### AED / CPR Trainings – Over 550 persons trained!

- SHCD Infant CPR Classroom Sessions
- D Tech High School
- Carlmont High School

- SHCD Adult CPR Classroom Sessions
- Belmont Little League
- Sequoia High School Health Fair

#### **AED / CPR Scheduled Trainings**

- Jasper Ridge Farm
- Hearing Loss Assn of San Mateo County
- SHCD Adult CPR Classroom sessions
- SHCD Infant CPR Classroom Sessions
- Selby Lane School staff

- Sports House
- Redwood City Parks & Rec staff
- Sequoia High School Freshmen
- Belmont Redwood Shores School District

#### **Another High School Screening Success!**

On January 29<sup>th,</sup> in cooperation with the Via Foundation and the Sequoia Union High School District, another successful high school screening was held at Menlo Atherton High School. We screened 284 teens. Twelve students required follow up care, one of those being a serious heart condition.

# Family & Friends Photographs

