

Los Altos School District  
**Citizens Advisory Committee for Finance**  
Meeting Notes – January 23, 2025

Attendees

**Committee Members, present:** Gary Hedden, Laura Tekler, Lori Sevcik, Fred Gallagher, Allison White, Jon Michaelson (Chair), Kelli Riccoboni

**Absent:** Curtis Cole, Peipei Yu

**Staff:** Erik Walukiewicz, Sandra McGonagle

**Guests:** None

**Call to Order:** Jon Michaelson (Chair) called the meeting to order at 7:04 PM

1. **Public Comment:** There were 2 members of the public present.
2. **Approval of Minutes:** Minutes of December 11, 2024 Meeting were approved.

**District and Financial Update:**

Sandra McGonagle (Superintendent) reported that efforts to right size staffing and build the reserves have allowed the district to offer a competitive wage package that has received tentative agreement.

Erik Walukiewicz (Assistant Superintendent of Business Services) reported that the wage package includes an 8.5% increase in 2024/25, retroactive, and another 8.5% in 2025/26. This brings district wages from the bottom tier to the middle as compared to neighboring districts which will help with recruiting and retention. Property tax revenue is expected to grow by 5.62% this year, 4% next year and 3% the following year. Nevertheless, district reserves will drop to about 8% of the annual budget. There was discussion about cost cutting measures to address this low level of reserves, primarily continued right sizing opportunities.

In light of the new budget projections, the CACF mid-year report to the Board will be dropped and we will focus on the June report. Fred Gallagher suggested addressing the appropriate level and use of reserve funds. Jon Michaelson expressed an interest in facility maintenance as aging buildings are more expensive to operate. The facility master plan will provide a timeline.

**AD Hoc Subcommittee reports:**

- Communication. Laura Tekler. The team is working on the message. Erik will get Laura final 23/24 data.
- Enrollment. Gary Hedden. Enrollment has stabilized but Fred felt a demographer should be hired every two years.
- Facilities. Jon Michaelson. The use of bond funding was discussed.
- Membership. Curtis Cole (absent). Three new members are pending Board approval.
- Operations. Fred Gallagher led a discussion of best practices for financial oversight and audits. Requesting data on Teacher Retention from Human Resources.
- Special Projects. Peipei Yu (absent). No report.

The next CACF meeting is scheduled for February 26 or February 27

**5 Other Business: Adjournment:** Jon adjourned the meeting at 8:08 pm.

**2024–25 Meeting Schedule:**

Aug 23	Sept 18	Oct 23	Dec 11	Jan 22	Feb 26 or Feb 27	Mar 26	Apr 23	May 28
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