



Mountain View
Whisman
School District

Staff Housing Project

April 24, 2025





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Formation of a Non-Profit Corporation to Govern Staff Housing

Discussion and Action

- **Agenda Item Title:** (Action) Resolution No. 06-042425 Approving the Formation of a Non-Profit Corporation to Govern Staff Housing at 699 N. Shoreline Blvd.
- **Recommended Action:** Staff recommends that the Board pass Resolution No. 06-042425

Background

- March 27 Board of Trustees Study Session: Governance team agreed upon several "Success Criteria" for the lease-up and stabilization of the MVW at the Sevens staff housing project;
- Board's consensus was to move ahead quickly to cause the formation of a non-profit 501(c)(3) corporation to govern staff housing into the future.
- Desired model: Jefferson Union High School District's Educational Housing Corporation, which has been operating for three years.

Suggested MVWSD Success Criteria (from 3-27 Board Study Session)

- Fill available housing units
 - affordable price point
- Housing project becomes self-sufficient
 - cost-neutral to cash-flow positive
- Board meeting time spent on student learning matters
 - managing entity

Learning From JUHSD

(from 3-27 Board Study Session)

Learning from JUHSD

Three Years of Occupancy - Success Factors:

- Governance & Management
 - 501c3 Educational Housing Corporation established in 2020
 - Separate board of directions with delegated authority
 - District staff have defined oversight roles and are “the humanized employee interface”
 - Board of Trustees engaged, but with continued priority on educational mission

Highlights of Documents for Action

- Resolution

- Name of the Corporation:

MVW Residences Corporation

- Purpose:

Provide for the smooth, purposeful and efficient operation of the Housing by placing the responsibility for governing the Housing under the responsibility of a non-profit corporation to be formed by the District for that purpose

Highlights of Documents for Action

- Resolution
 - Mission statement:
“We provide affordable, well-maintained housing for MVWSD staff in order to attract and retain staff members and strengthen community connections for the benefit of our students.”

Highlights of Documents for Action

- Articles of Incorporation of MVW Residences Corporation
- Bylaws of MVW Residences Corporation

Recommended Action: Staff recommends that the Board approve the Articles of Incorporation and the Bylaws as presented



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Next Steps

Roadmap for Implementation of the MVW Residences Corporation

1.	Board of Trustees passes Resolution, approves Articles and Bylaws	4/24
2.	District solicits candidates for MVW Residences Corporation board	Start 4/25
3.	File the articles of incorporation	By 4/30
4.	Finalize the conflict of interest policy	By 5/29
5.	Board of Trustees appoints new board members	By 5/29
6.	Convene the first MVW Residences Corporation board meeting	By 6/30
7.	Obtain an employer identification number	TBD
8.	Apply for federal tax exemption with the Internal Revenue Service (IRS Form 1023) and receive a determination letter	ASAP
9.	File the initial registration form (Form CT-1) with the California Attorney General's Registry of Charities and Fundraisers	ASAP

Roadmap for Implementation of the MVW Residences Corporation

10.	File the Statement of Information (Form SI-100) with the Secretary of State	ASAP
11.	Apply for California tax exemption with the California Franchise Tax Board (FTB) and receive an affirmation of exemption letter	ASAP
12.	Board of Trustees give WinnResidential 60-day notice	8/31
12.	MVW Residences Corporation board issues RFQ for property management services	9/01
13.	MVW Residences Corporation board selects three best-qualified firms to submit proposals / interviews	by 10/15
14.	MVW Residences Corporation board awards new contract	by 10/31
15.	Property management services begin under contract with MVW Residences Corporation board	11/01