



Mountain View
Whisman
School District

Staff Housing Project

June 12, 2025



MVW Residences Corporation - Process for Selection & Appointment of Board Members

Discussion and Action

- **Agenda Item Title:** (Action) Selection and Appointment Process for MVW Residences Corporation Board of Directors
- Provide Input to Staff for Selection and Appointment Process of MVW Residences Corporation Board of Directors.

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.
- On April 24 and May 29, the Board of Trustees approved the legal documents to form the new corporation and directed staff to proceed.

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

Purposes of the MVW Residences Corporation

The purposes of this Corporation are (1) to advance and support the educational mission of the Mountain View Whisman School District (“District”), including with respect to the District’s efforts to attract and retain qualified educational employees through the management and operation of District-owned affordable housing for such employees; (2) to solicit gifts of money, real property, or personal property, to manage all such assets received by the Corporation, and to use and apply the whole or any part of the income and/or principal of such assets exclusively in the management and operation of affordable housing for educational employees; and (3) to engage in any other activities reasonably related to such purposes.

- Bylaws

Authorized Number and Qualifications of Directors

The following provisions shall govern the appointment and qualification of Directors:

- (a) One Director shall be a member of the District's Board of Trustees.
- (b) One Director shall be a District executive employee and, initially, shall be the District's Chief Business Officer.
- (c) Not less than three (3) and not more than five (5) Directors shall be community members with backgrounds and expertise in real estate development, affordable housing, asset management, accounting, or related professions.

- Bylaws

Process Recommendations

- Goal:
Attract top professionals from the residential real estate and finance sectors

Process Recommendations

Solicitation & Selection Process (6-12 to 8-15)

- 6/12 BoT meeting - Trustees' discussion & input
- 6/13 Post & Distribute Trustees' call for MVW Residences board members
 - Post on District web page with link to application form
 - Include a notice in District newsletter w/links
 - Contact potential candidates suggested to date
- 7/21 Candidate submittals due to District (PIO will be the point-of-contact)

Process Recommendations

Corporation Board Candidate Submittals

- Utilize *Budget Advisory Committee* process & format
- Ask for candidate resume + brief letter - Due 7/21
- Briefly answer four questions:
 1. Connections to MVWSD (parent? business? Friends?)
 2. Why are you interested in serving on this board?
 3. Do you have special expertise / skills / experience relevant to this board?
 4. If you have served on other school districts, city or community commissions or committees? Please list and briefly describe your role.

Process Recommendations

Solicitation & Selection Process (6-12 to 8-15)

- By 6/30 Superintendent appoints **Screening Team**
 - One Trustee who will not seek appointment to the Corporation board (TBD)
 - District's Public Information Officer (Shelly)
 - District's Facilities Manager (Dalewyn)
 - District's Housing Consultant (Peter)

Process Recommendations

Solicitation & Selection Process (6-12 to 8-15)

- 8/01 Screening Team meeting
 - Blind rank candidates & compile team ranking
 - Aim for a slate of five to be presented & recommended
- 8/04 Contact top-ranked candidates
- 8/08 Consolidate draft recommendations for Supt.
- 8/15 BoT meeting agenda posted
- 8/21 BoT meeting - appoint MVW Residences Corporation board members

Process Recommendations

- Board of Trustees discussion:
 - Trustee roles
 - Process framework and ground rules
 - Constraints

Seeking Input

Provide Input to Staff for Selection and Appointment of MVW Residences Corporation Board of Directors.



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Next Steps

Roadmap for Implementation of the MVW Residences Corporation

- Execute the selection and appointment process for MVW Residences Corporation Board of Directors
- Complete the legal and administrative actions needed to complete the formation of the MVW Residences Corporation
- By Oct. 1, 2025, host a reception for the MVW Residences Corporation Board