

# Los Altos Educational Foundation Annual Grant to Los Altos School District Memorandum of Understanding for 2025-26

## Purpose

The purpose of this Memorandum of Understanding (MOU) is to memorialize the terms of agreement between the Los Altos Educational Foundation (LAEF) and the Los Altos School District (LASD) for the 2025-26 school year.

## Parties

Los Altos School District, 201 Covington Road, Los Altos, CA 94024

- LASD is a high-achieving TK-8th-grade school district in Santa Clara County, serving approximately 3350 students in seven elementary and two junior high schools.
- LASD Mission: The Los Altos School District will inspire a passion for learning and prepare all K-8 students to thrive in our rapidly changing global community.
- LASD Vision: Los Altos School District will be a leader in revolutionizing learning for all students.

Los Altos Educational Foundation, 201 Covington Road, Los Altos, CA 94024

- LAEF is a 501(c)(3) non-profit organization led by parent volunteers. LAEF raises funds to provide teachers and staff for essential programs at all LASD schools, benefiting every TK-8 student.
- LAEF Mission: LAEF raises funds to sustain and enrich LASD's excellent educational program beyond what public funding provides.
- LAEF Vision: All LASD students receive an exceptional education, preparing them to achieve their highest potential.

## Effective Dates

The MOU will be effective from July 1, 2025, to June 30, 2026 (the 2025-26 school year).

## Annual Grant

LAEF intends to grant **\$2,700,000** to LASD in the 2025-26 school year, as approved by the LAEF Board of Directors at its March 20, 2025, meeting. This is generally referred to as the Annual Grant to LASD. LAEF may provide additional grants in a given school year, such as Deeper Learning Grants (innovation grants) or for the Art Docents program. Additional grants will be handled separately from the Annual Grant.

## Distribution

The Annual Grant will be made to LASD in two or more disbursements, generally in November and June, depending on LAEF's revenue.

## Allocation

The Annual Grant will fund teachers and programs for Wellness, Innovation, Library, and Arts & Humanities. The funding allocation by program will be determined by LASD's and LAEF's designees before the start of the 2025-26 school year.

## Agreements

### LASD Agreements

- Provide educational programs to students at all nine schools per the Annual Grant allocation. Changes must be approved in writing by both parties.
- Annual Grant funds will not be used for partisan political activities or lobbying activities.
- Provide LAEF with enrollment projections and actuals as well as district family data (except when a family opts out of information sharing), and notify LAEF of significant programmatic changes for LAEF-funded teachers and programs.
- Report at mid-year and year-end on the use of the Annual Grant.
- Promote and support LAEF fundraising in LASD communications, and provide LAEF with the means to effectively communicate with the school communities and the broader community.

### LAEF Agreements

- Continue its mission to raise funds district-wide to bridge the gap between federal, state, and local funding sources and the needs of LASD.
- Diligently fundraise to achieve the Annual Grant goals.
- Periodically notify LASD of fundraising progress, including if there may be a shortfall.
- Promote the excellent educational programs LASD provides to the school communities and the broader community.

## Fundraising in 2025-26

- The 2025-26 per-student ask will be **\$1,500**, a 7.14% increase or \$100 higher than the current school year.
- Flat enrollment was assumed.
- The "public" fundraising goal will be **\$3,100,000** to cover other grants and expenses.
- The \$200,000 year-over-year increase in the Annual Grant is due to:
  - Designating \$175,000 from our reserves to help fund our annual grant.
  - Raising additional funds through increasing our per-student ask, increasing donor participation, and using other revenue strategies.
- The LAEF Board **did not** authorize using additional reserve funds in the event of a fundraising shortfall. \$2,840,000 was raised in 2023-24, and we expect to exceed \$2,900,000 in 2024-25 with similar enrollment and external factors. If the actual fundraising total in 2025-26 is lower due to enrollment decline, the economy, or other factors, the Annual Grant could be lower, and there could be financial implications for the district.

## Modifications

- Modifications can be made by mutual agreement.
- This MOU may be modified if a fundraising collaboration between LAEF and the LASD PTAs changes the scope of responsibilities.

## Memorandum of Understanding Acceptance

Los Altos School District

*Los Altos School District Board of Trustees*

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Signature

*May 5, 2025*

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Date

Los Altos Educational Foundation

*Los Altos Educational Foundation Board of Directors*

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Signature

*May 21, 2025*

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Date