Independent Citizens'
Bond Oversight Committee

ANNUAL REPORT

2019 – 2020

INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE MEMBERS

Marshall Denninger
Taxpayers' Association Representative
Term Expires: June 2021

Jordan Lippel
Business Organization Representative
Term Expires: June 2021

Angela Dowling
Community At-Large Representative
Term Expires: June 2020

Cindy Liu
Parent Representative
Term Expires: June 2021

Tony Gitt, Chair
Senior Citizens' Organization
Representative
Term Expires: June 2021

Greg Ramirez, Vice Chair
Community At-Large
Representative
Term Expires: June 2020

Karen Sylvester
Parent / PTA Representative
Term Expires: June 2021

COMMITTEE RESPONSIBILITIES

To provide oversight in the following ways:

- **Inform the Public**
  - Concerning the District's Measure I expenditures

- **Review Expenditures**
  - District reports reviewed to ensure bond proceeds are spent only for Measure I Purposes
  - Ensure no bond proceeds are used for teacher or administrators salaries

- **Prepare and Present Annual Report**
  - Written report summarizing the Committee's proceedings and activities for the preceding year

- **Review Audit**
  - Review the independent audit of the previous years' expenditures

COMMITTEE MEETING DATES
2019 – 2020

Thursday, July 25, 2019

Tuesday, August 13, 2019   Special Purpose Meeting

Wednesday, September 18, 2019

Tuesday, October 29, 2019   Special Purpose Meeting

Monday, November 18, 2019   Special Purpose Meeting

Tuesday, February 4, 2020

Thursday, March 5, 2020

Thursday, April 30, 2020

Wednesday, May 13, 2020

MEASURE I

BACKGROUND

On November 4, 2014, the voters of the Conejo Valley overwhelmingly approved Measure I, a $197 million general obligation bond to support school renovation and modernization projects in the Conejo Valley Unified School District. The District currently operates 31 sites with total buildings in excess of 2 million square feet.

OVERSIGHT COMMITTEE

CA state law requires an Independent Citizens Bond Oversight Committee be established to monitor the expenditures in view of what was promised to the voters.

MEASURE I BALLOT LANGUAGE

To upgrade/maintain Conejo Valley schools with funding that cannot be taken by the State, shall Conejo Valley Unified School District upgrade all science/career training labs, update/maintain classroom technology and network infrastructure, provide safe, well maintained classrooms, repair/replace electrical, plumbing/roofing, repair, construct, acquire/equip sites/facilities, and improve school safety/security by issuing $197 million in bonds, at legal rates, with citizens' oversight, annual audits, no money for administrators, and without increasing current tax rates?

BOND SCHEDULE
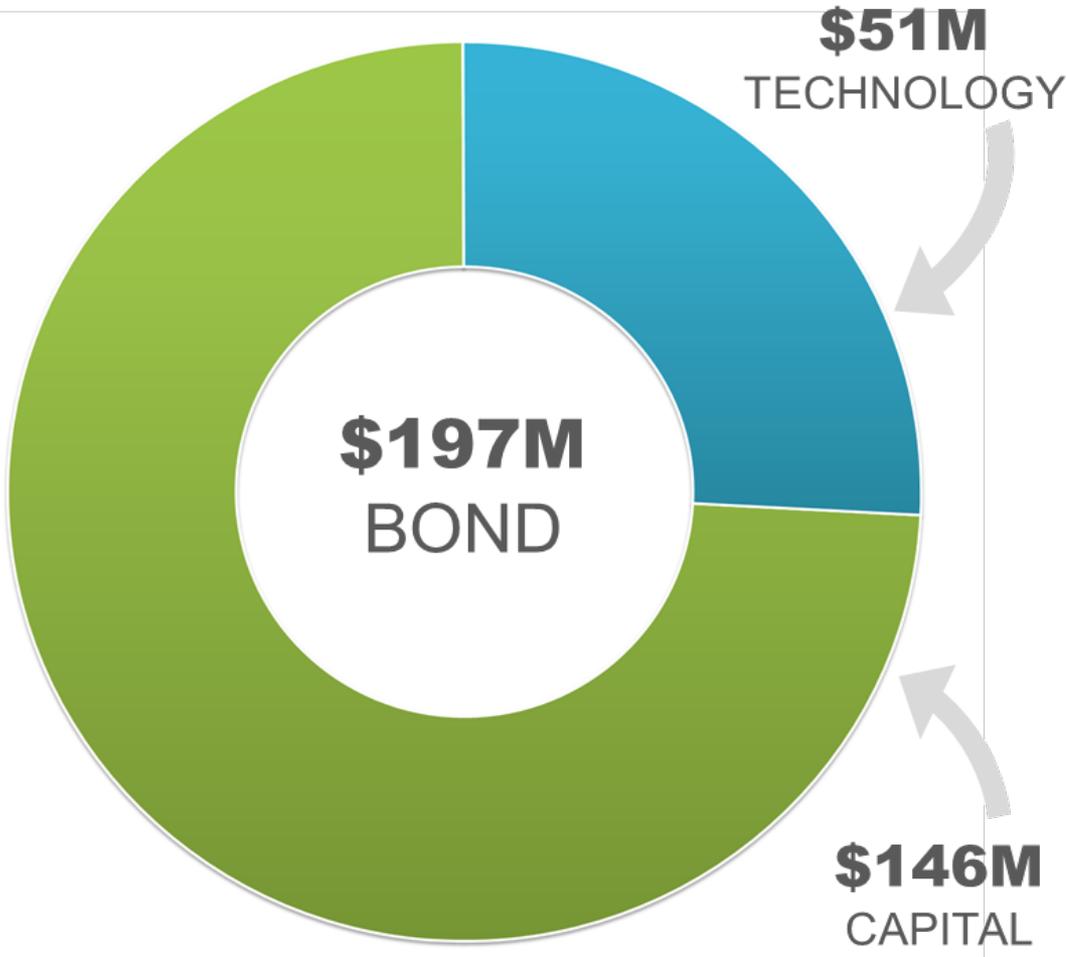
BOND SCHEDULE

2015: 1st Issue for $37M

2018: 2nd Issue for $50M

2021: 3rd Issue Target*

2024: 4th Issue Target*

Subject to change

KEY COMMITTEE HIGHLIGHTS

- **Bylaw Updates**
  - Recommended the amended member qualifications, term clarifications, new member orientation, and meeting frequency, which were approved by the Board of Education on January 21, 2020.

- **Audit Review**
  - Committee reviewed the audit and then met with the Auditor to discuss the Bond audit details and the audit process. Committee plans to meet with the new Auditor prior to start of audit to establish additional report details.

- **Member Application Process**
  - Committee formulated a formal timeline to solicit applications and determine membership to ensure a solid committee composition is in place by the start of the fiscal year.

KEY COMMITTEE HIGHLIGHTS

- **Site Visits**
  - Committee visited recently completed and projects in progress at various school sites:
    - Newbury Park High School – Aquatic Facility Renovation
    - Madroña Elementary – Playground & Outdoor Learning Area
    - Acacia Elementary – Exterior Landscape & Safety Improvements
    - Glenwood Elementary – Exterior Landscape & Safety Improvements
    - Thousand Oaks High School – Library Renovation

- **Expenditure Summary Document**
  - At the request of the Committee, the District added a cumulative summary of expenses by site for ease of public viewing project information.

EXPENDITURE SUMMARY EXAMPLE
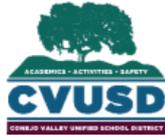
MEASURE I

TOTAL BOND EXPENDITURE SUMMARY
CAPITAL MODERNIZATION AND TECHNOLOGY ENDOWMENT

ALL SITES (A - Z): THRU 03/31/20

SITE NAME	BOND ALLOCATION	CURRENTLY ENCUMBERED	TOTAL EXPENDITURES	REMAINING BOND ALLOCATION
ACACIA MAGNET				
CAPITAL	2,600,000.00	-	1,015,924.93	1,584,075.07
ENDOWMENT	680,144.00	36,536.91	178,296.32	465,310.77
ACACIA MAGNET	**3,280,144.00**	**36,536.91**	**1,194,221.25**	**2,049,385.84**
ASPEN ELEMENTARY				
CAPITAL	2,600,000.00	118,512.30	1,066,841.93	1,414,645.77
ENDOWMENT	766,625.00	27,460.40	198,774.86	540,389.74
ASPEN ELEMENTARY	**3,366,625.00**	**145,972.70**	**1,265,616.79**	**1,955,035.51**
BANYAN ELEMENTARY				
CAPITAL	2,600,000.00	-	563,920.81	2,036,079.19
ENDOWMENT	893,717.00	44,098.50	234,527.28	615,091.22
BANYAN ELEMENTARY	**3,493,717.00**	**-**	**1,127,841.62**	**2,036,079.19**
CENTURY ACADEMY				
CAPITAL	1,000,000.00	190,529.24	680,221.29	129,249.47
ENDOWMENT	262,000.00	6,981.86	98,400.43	156,617.71
CENTURY ACADEMY	**1,262,000.00**	**197,511.10**	**778,621.72**	**285,867.18**
COLINA MIDDLE				
CAPITAL	7,500,000.00	303,770.01	984,134.50	6,212,095.49
ENDOWMENT	2,017,670.00	68,769.00	524,050.24	1,424,850.76
COLINA MIDDLE	**9,517,670.00**	**372,539.01**	**1,508,184.74**	**7,636,946.25**
CONEJO ELEMENTARY				
CAPITAL	2,600,000.00	114,000.00	1,248,549.70	1,237,450.30
ENDOWMENT	735,778.00	26,514.62	194,846.91	514,416.47
CONEJO ELEMENTARY	**3,335,778.00**	**140,514.62**	**1,443,396.61**	**1,751,866.77**

# EXPENDITURE DETAIL EXAMPLE

MEASURE I

TOTAL BOND EXPENDITURE SUMMARY
CAPITAL MODERNIZATION AND TECHNOLOGY ENDOWMENT

ALL SITES (A - Z): THRU 03/31/20

SITE NAME			BOND ALLOCATION	CURRENTLY ENCUMBERED	TOTAL EXPENDITURES	REMAINING BOND ALLOCATION
LADERA STARS ACADEMY						
CAPITAL						
MMR	0FCA	Facility Condition Assessment - School Dude		-	5,516.13	
MMR	I00A	Modernization General Professional Services		-	20,495.04	
MMR	IKEQ	Kitchen Upgrade		-	8,288.58	
ITNI	ITEQ	Technology Equipment Upgrades		-	68,576.31	
ITNI	ITIN	Technology Infrastructure		-	156,964.55	
MMR	I10A	Asphalt		-	169,902.23	
MMR	I10B	Flooring		-	32,605.09	
MMR	I10C	Electronic Marquee		-	5,000.00	
MMR	I10D	Modernization		-	505,312.48	
SS	I10E	Storm / Slope Renovation		-	44,148.11	
MMR	I10F	HVAC		-	30,906.00	
MMR	I10G	Painting		-	68,318.79	
MMR	I10J	Playground Equipment/ADA		-	193,477.00	
PM	0000	Program Management		-	42,108.90	
CAPITAL			2,600,000.00	-	1,351,619.21	1,248,380.79
ENDOWMENT						
A		Computers		-	29,339.17	
B		Tablets / Laptops		22,450.94	76,829.49	
C		Audio Visual		-	28,469.05	
D		Printers / Accessories		-	3,263.00	
E		Software		-	-	
F		Installation Services		-	23,717.49	
G		Charging Stations		-	7,688.12	
H		Miscellaneous		-	37.26	
I		Electrical Engineering		-	-	
J		Gen/Civil Engineering		-	-	
K		Robotics		-	-	
L		Science Equipment		-	-	
M		Accessories		278.85	1,419.53	
ENDOWMENT			599,765.00	22,729.79	170,763.11	406,272.10
LADERA STARS ACADEMY			3,199,765.00	22,729.79	1,522,382.32	1,654,652.89

BOND SCHEDULE
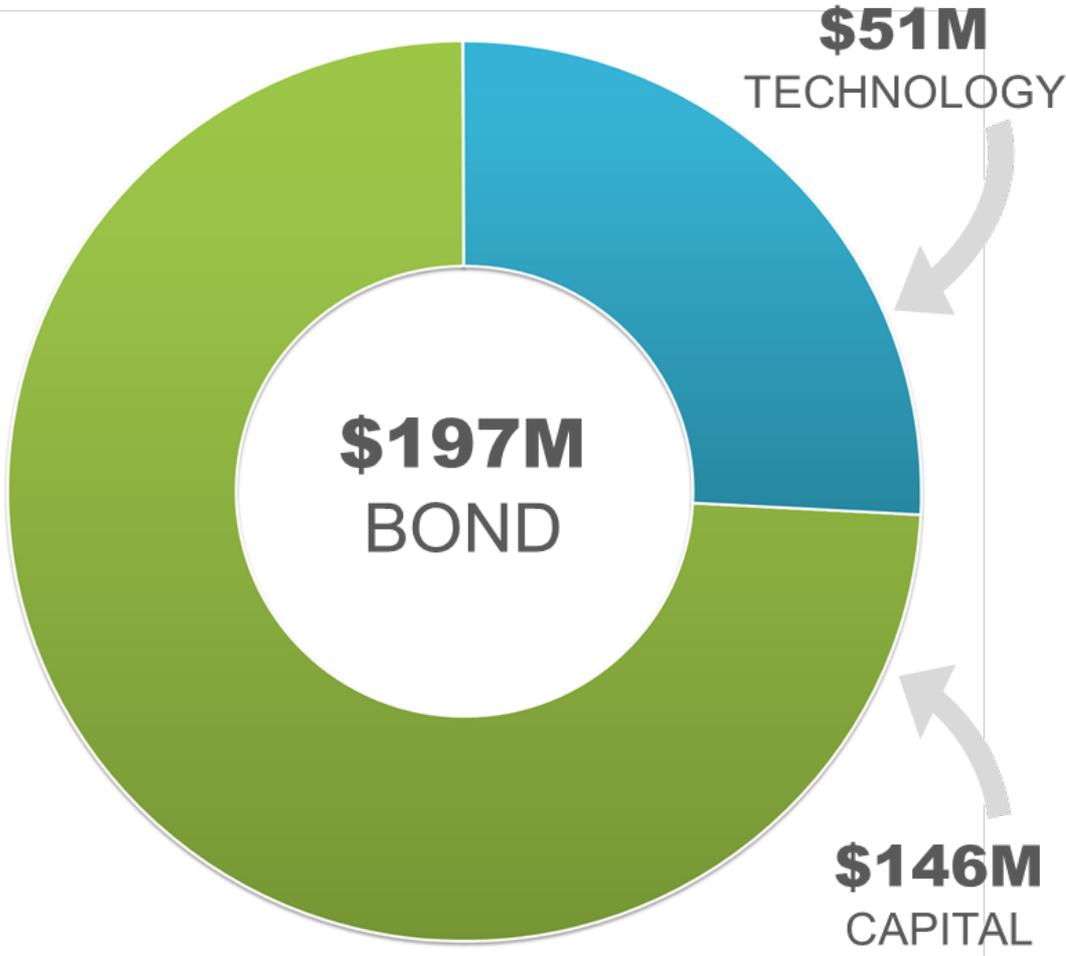
$51M
TECHNOLOGY

$197M
BOND

$146M
CAPITAL

BOND SCHEDULE

2015: 1st Issue for $37M

2018: 2nd Issue for $50M

2021: 3rd Issue Target*

2024: 4th Issue Target*

*Subject to change

CAPITAL ALLOCATION SUMMARY

CAPITAL BREAKDOWN

- HIGH SCHOOLS $52.5M
- OTHER SITES $14.9M
- CONTINGENCY $7M
- MIDDLE SCHOOLS $30M
- ELEMENTARY SCHOOLS $41.6M
- $146M CAPITAL
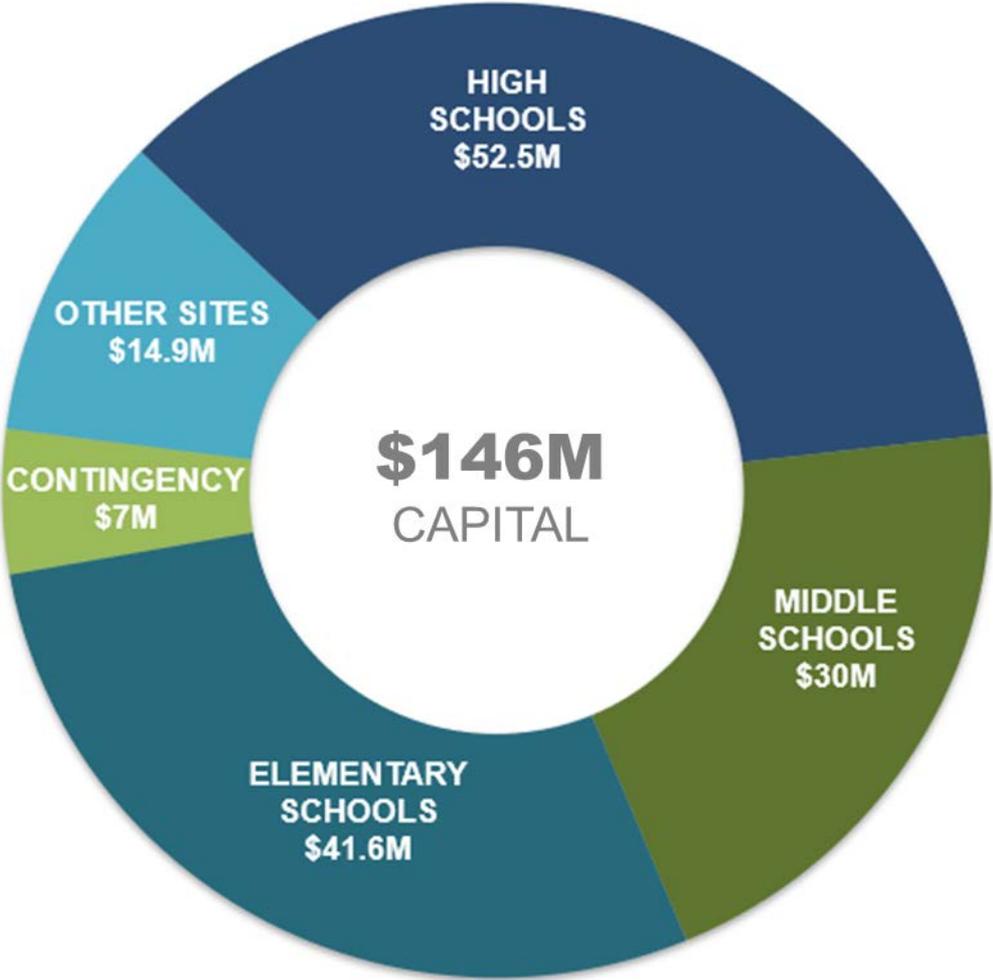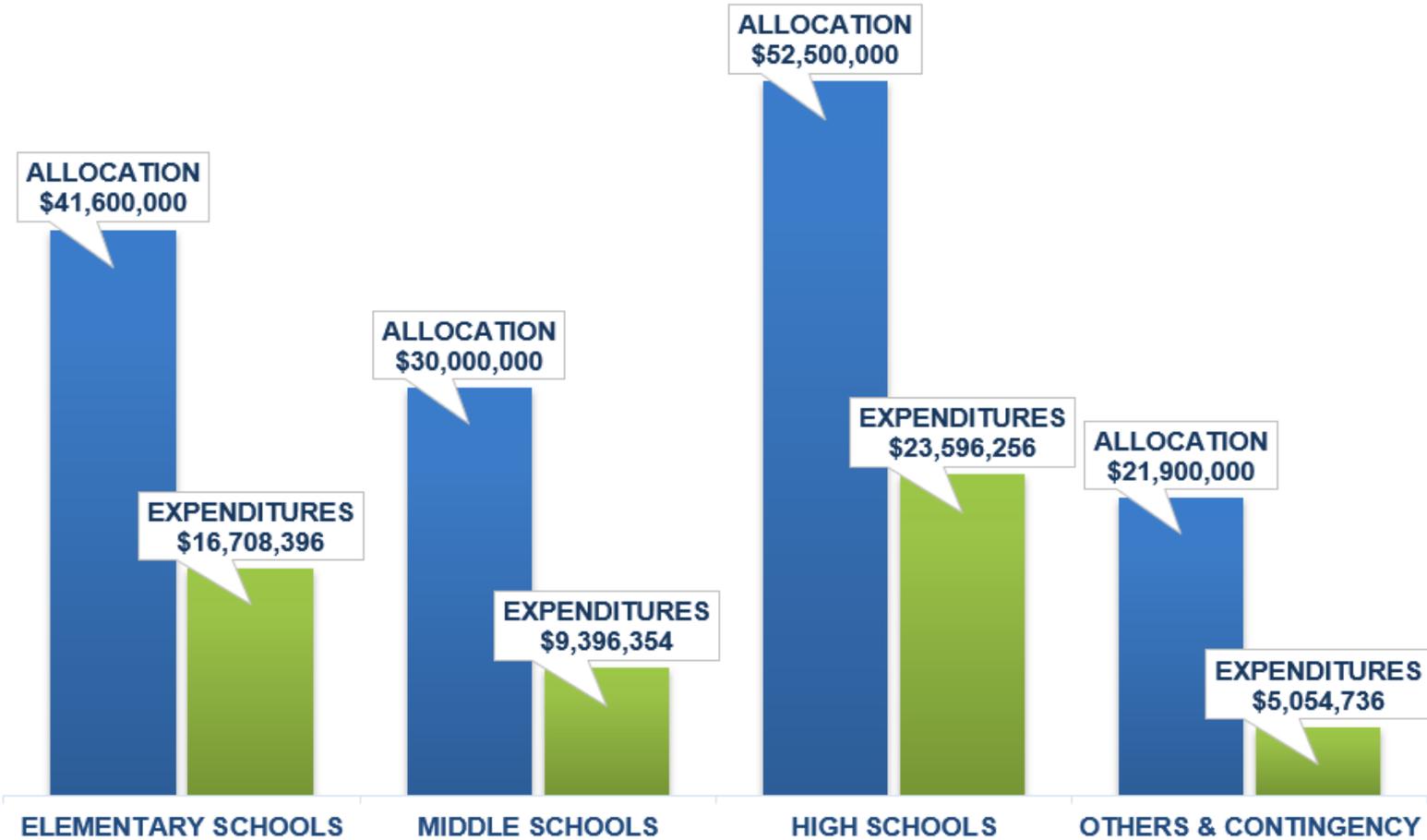
CAPITAL CATEGORIES

ITNI: Instructional Technology and Network Infrastructure
- Improvements of technology and network infrastructure in the classrooms.
- Incorporate modern instruction technology to prepare students for 21st century careers.
- Technology endowment fund will support installations, maintenance and further upgrades.

SMCL: Science, Mathematics and Career Preparation Labs
- Adaptation of classrooms for hands-on science, mathematics and collaborative learning in conjunction with basic technology infrastructure.
- Upgrades of specialized instructional classrooms to support career technical education in growing fields such as engineering and biotech.

MMR: Modernization, Maintenance and Repairs
- Necessary improvements to provide safe and well-maintained campuses.
- Aging schools built in the 1960's and 70's require significant modernization, maintenance and repairs to service future generations.
- Upgrades, repairs, and/or replacement of electrical, plumbing, roofing, HVAC, lighting, cabinetry, flooring, playgrounds, landscapes, and updated structures.

SS: Safety and Security
- Safety & Security of children is the highest priority.
- Secure campuses are essential in creating successful learning environments.
- Upgrades, repairs, and/or replacement of fencing, main point of entries, security cameras, monitoring systems, alarms, and internal communication systems.

PM: Program Management
- Salaries and Benefits for staff that plan and manage bond projects

CAPITAL EXPENDITURES DISTRICT WIDE

ITNI — $4.8M

SMCL — $1.5M

MMR — $44.2M

SS — $1.8M

PM — $2.2M

■ Instructional Technology and Network Infrastructure		$4,857,426
■ Science, Mathematics and Career Preparation Labs		$1,575,500
■ Modernization, Maintenance and Repairs		$44,239,461
■ Safety & Security		$1,831,542
■ Program Management		$2,251,813
Total		**$54,755,742**

Expenditures through 03/31/2020

ELEMENTARY SCHOOL PROJECTS

PROJECT SPENDING 2015 - 2020

ITNI
$4,035,441

MMR
$11,441,574

SS
$557,413

PM
$673,968

TOTAL $16,708,396

2019 – 2020 PROJECT HIGHLIGHT EXAMPLES

WALNUT SITE IMPROVEMENTS & PLAYGROUND

Expenditures through 03/31/2020

MIDDLE SCHOOL PROJECTS

PROJECT SPENDING 2015 - 2020

ITNI
$323,629

SMCL
$499,911

MMR
$7,716,637

SS
$369,784

PM
$486,393

TOTAL $9,396,354

2019 – 2020 PROJECT HIGHLIGHT EXAMPLES

SEQUOIA MIDDLE SAFETY & SECURITY CAMPUS WIDE

HIGH SCHOOL PROJECTS

PROJECT SPENDING 2015 - 2020

ITNI
$480,892

SMCL
$1,075,589

MMR
$20,412,158

SS
$777,783

PM
$849,834

TOTAL $23,596,256

2019 – 2020 PROJECT HIGHLIGHT EXAMPLES
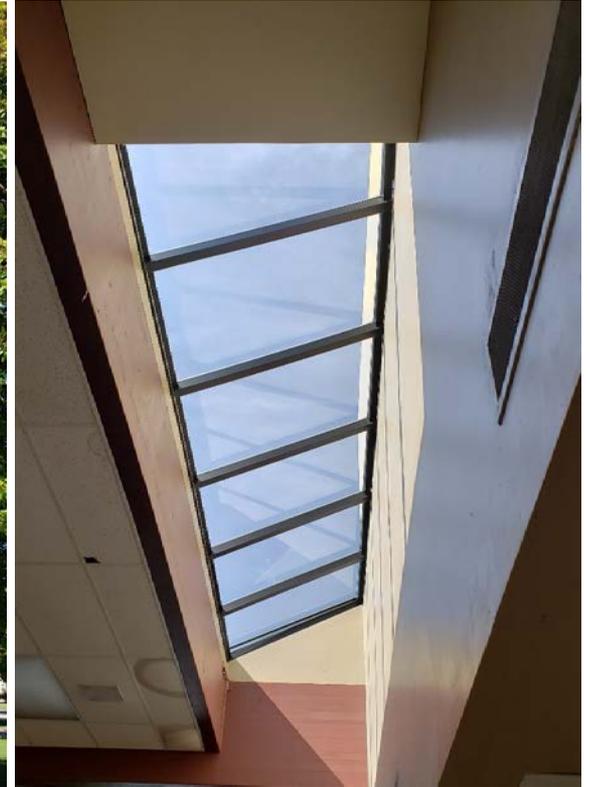
NEWBURY PARK FASCIA & GUTTER REPLACEMENT
WESTLAKE HIGH SCHOOL SKYLIGHT REPLACEMENT

Expenditures through 03/31/2020

OTHER DISTRICT SITES PROJECTS

PROJECT SPENDING 2015 - 2020

ITNI
$17,464

MMR
$4,669,092

SS
$126,561

PM
$241,619

TOTAL $5,054,736

2019 – 2020 PROJECT HIGHLIGHT EXAMPLES

**MEADOWS SITE NEW KITCHEN
FOR DISTRICT SUPPORTED LUNCH PROGRAM**

Expenditures through 03/31/2020

TECHNOLOGY ALLOCATION SUMMARY

ENDOWMENT BREAKDOWN

TECHNOLOGY EQUIPMENT
Approx $550K - $790K per year
~$38M*

$51M
ENDOWMENT

PROGRAM MANAGEMENT
Approx $1.7M - $1.9M per year
~$13M
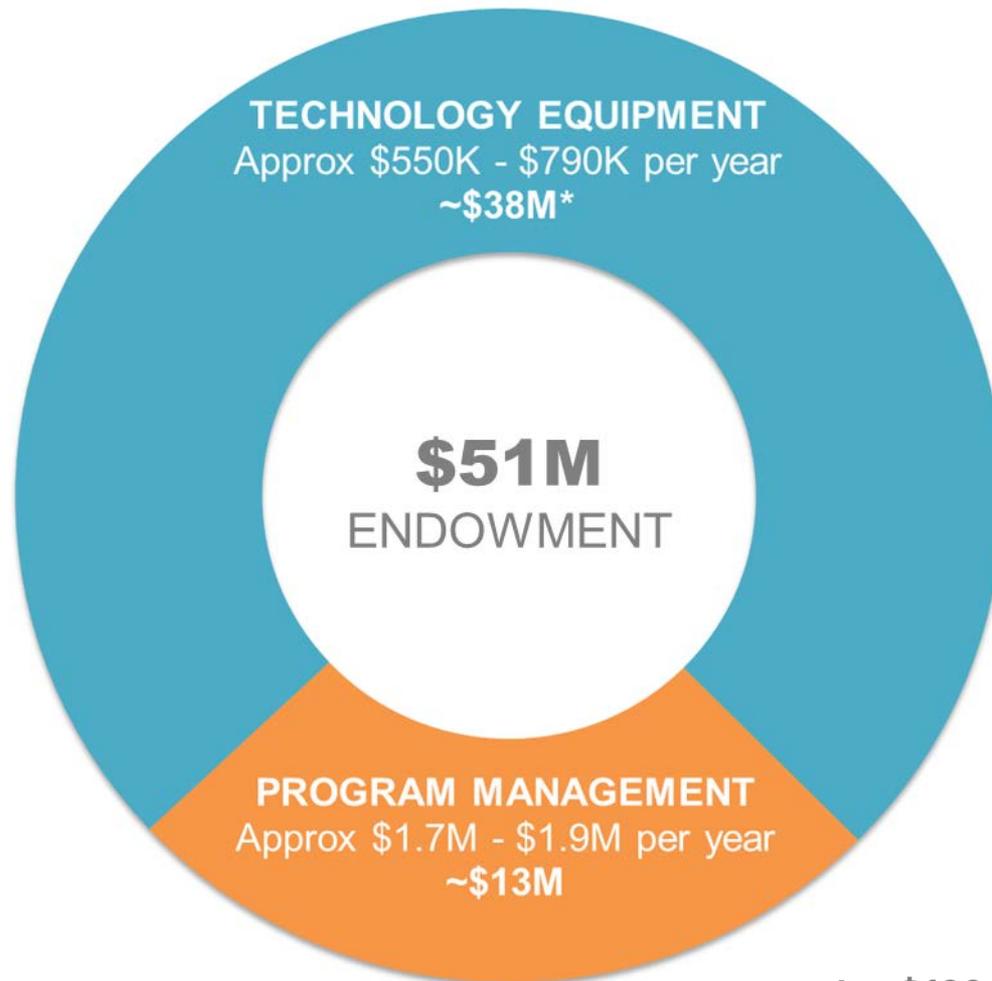
* ~ $100 PER STUDENT PER YEAR

TECHNOLOGY CATEGORIES

CATEGORY A - COMPUTERS
Desktop PC's

CATEGORY B - TABLETS/LAPTOPS
iPads, Windows Laptops, Chromebooks

CATEGORY C - AUDIO/VISUAL
Projectors, Interactive Panels, TVs, Document Cameras, Speakers

CATEGORY D - PRINTERS & PRINT ACCESSORIES
Printers and Toner

CATEGORY E - SOFTWARE
Software that is needed for purchased devices

CATEGORY F - INSTALLATION SERVICES
Installation of AV Equipment

CATEGORY G - CHARGING STATIONS
Charging cabinets/carts for Chromebooks, iPads, Laptops

CATEGORY H - MISCELLANEOUS
Cables, Adapters and Connection Accessories

CATEGORY I - ELECTRICAL ENGINEERING EQUIPMENT
Makerspace Electronics

CATEGORY J - GEN/CIVIL ENGINEERING EQUIPMENT
Makerspace Kits

CATEGORY K - ROBOTIC EQUIPMENT
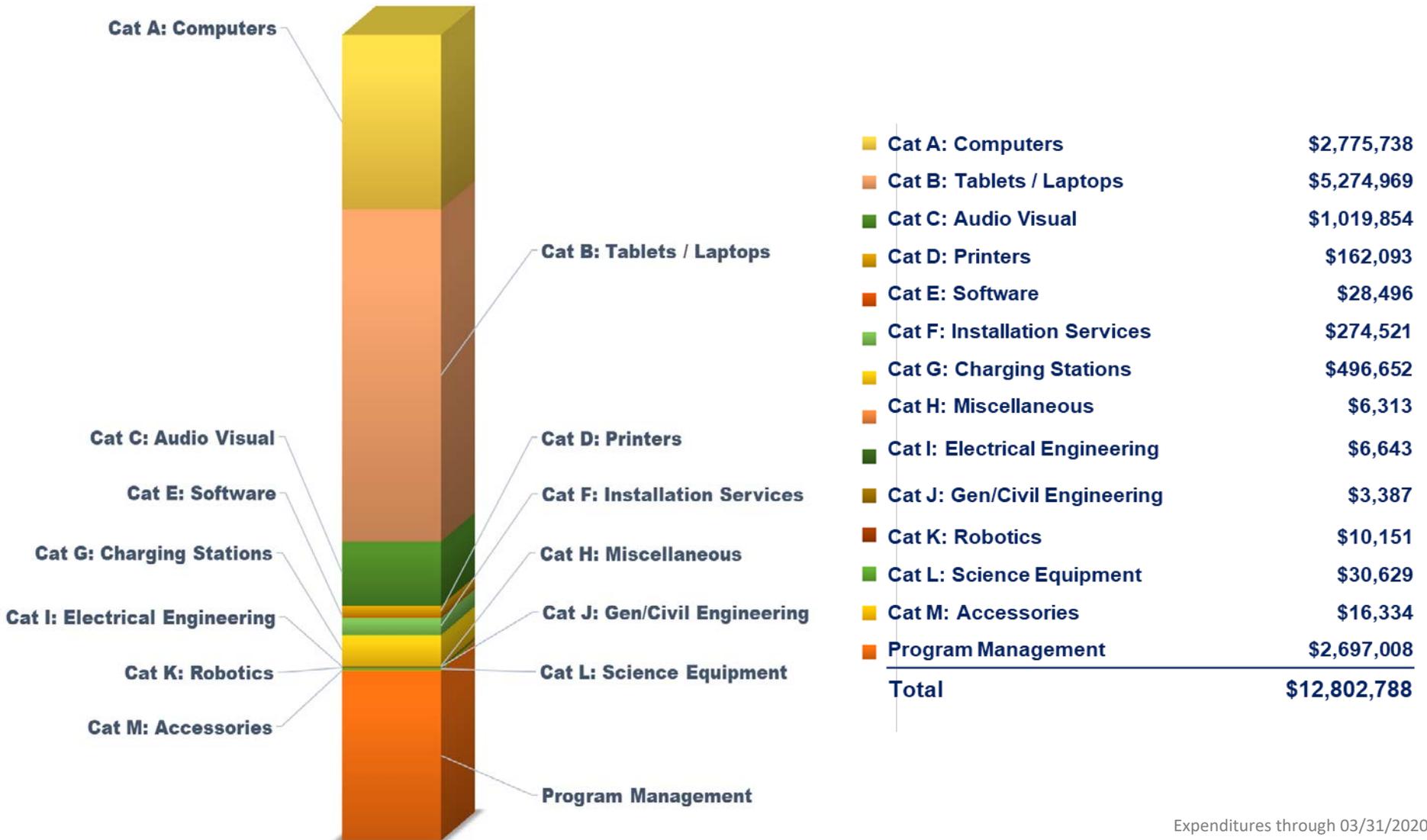Robotic Electronics and Equipment

CATEGORY L - SCIENCE EQUIPMENT
Technology Science Equipment

CATEGORY M - ACCESSORIES
Keyboards, Mice, Display Mounts, Tablet Cases, Accessories

TECHNOLOGY ENDOWMENT DISTRICT WIDE

Category	Amount
Cat A: Computers	$2,775,738
Cat B: Tablets / Laptops	$5,274,969
Cat C: Audio Visual	$1,019,854
Cat D: Printers	$162,093
Cat E: Software	$28,496
Cat F: Installation Services	$274,521
Cat G: Charging Stations	$496,652
Cat H: Miscellaneous	$6,313
Cat I: Electrical Engineering	$6,643
Cat J: Gen/Civil Engineering	$3,387
Cat K: Robotics	$10,151
Cat L: Science Equipment	$30,629
Cat M: Accessories	$16,334
Program Management	$2,697,008
Total	**$12,802,788**

Expenditures through 03/31/2020

TECHNOLOGY CATALOG

CVUSD
TECHNOLOGY SERVICES

Conejo Valley Unified School District

Technology Catalog

2019-2020

All prices include tax & shipping.

Version 20.01

(Last Update: 1/21/2020)

CHROMEBOOKS / WINBOOKS

Non-Touch Dell Chromebook 3100
All Purpose Model = *$318*   CDW-G ITEM #5512257
Description: Celeron N4000 Processor, 4GB RAM, 32 GB SSD, two USB C ports, two USB 3.0 ports and includes Google license and enrollment.

Warranty: 3 Years Mail-In

Life Span: 4 Years

Touch Dell Chromebook 2-in-1 3100
All Purpose Model = *$369*   CDW-G ITEM #5512275
Description: Celeron N4000 Processor, 8GB RAM, 64 GB SSD, two USB C ports, two USB 3.0 ports and includes Google license and enrollment.

Warranty: 3 Years Mail-In

Life Span: 4 Years

Touch Dell 3190 2-in-1 Convertible Winbook
All Purpose Model = *$455*   CDW-G ITEM #5211581
Description: Intel N5000 Processor, 8GB RAM, 128GB SSD, One HDMI port, and two USB 3.0 ports.

Warranty: 3 Years Mail-In

Life Span: 4 Years

Optional Add-Ons:
- USB-C to HDMI Adapter *+ $19*   CDW-G ITEM #3813119
- Logo Etching *+ $11*   CDW-G ITEM #1461344
- Take Home License *+ $15*   CDW-G ITEM #5423783

TECHNOLOGY DEVICES
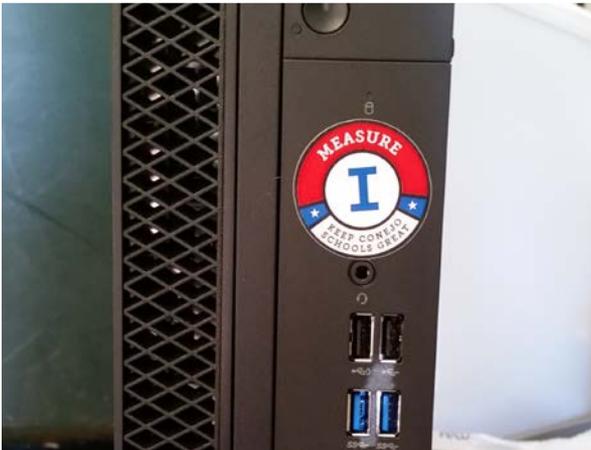
PROGRAM MANAGEMENT

HOW ARE PROJECTS MANAGED?

Planning & Facilities
- All Capital Projects Program Management is handled by department staff
    - Develop cost estimates for projects and scope of work
    - Develop master schedule per project
    - Provide contract management, including Bid & Award per Public Contract Code
    - Oversee projects, conduct final inspections, and close projects
    - Conduct internal project audits
    - Liaison with the California Division of State Architect

Technology Services
- All Technology Endowment Equipment orders are managed by department staff
    - Provide technology input to schools
    - Initiate and receive the technology orders
    - Work with vendors on pricing
    - Receive the orders, sets up the devices, and deploy at school sites
    - Provide continuous support

PROJECTS IN DESIGN

Upcoming Projects

- Century Academy Modernization
- Redwood Middle School Modernization
- Colina Middle School Modernization
- Los Cerritos Middle School Modernization
- Newbury Park High School New Classroom Building
- Westlake High School New STEM Classroom Building

Construction Costs

- Increased labor and construction material costs are an ongoing concern for future Measure I capital projects

PROJECTS IN DESIGN

CENTURY ACADEMY
$2.8M MODERNIZATION

PROJECTS IN DESIGN

PLAZA EXPERIENTIAL VIEW

**REDWOOD MIDDLE SCHOOL
$4M MODERNIZATION**

PROJECTS IN DESIGN

COLINA MIDDLE SCHOOL
$4.5M MODERNIZATION

PROJECTS IN DESIGN

LOS CERRITOS MIDDLE SCHOOL
$2.5M MODERNIZATION

PROJECTS IN DESIGN

NEWBURY PARK HIGH SCHOOL
$10M NEW STEM BUILDING

PROJECTS IN DESIGN

**WESTLAKE HIGH SCHOOL
$13.6M NEW STEM BUILDING**

MEASURE I PROJECTS

Measure I Master Plan

- About Master Planning
- Site Surveys
- Final Master Plans

Project Expenditure Summaries

Measure I Project Expenditures

Details of all Measure I Facilities Modernization and Construction Projects for all District owned sites.

Living Document
As of 03.31.20

Measure I Expenditure Summary by Site
As of 03.31.20

View a Measure I Bond Breakdown Infographic
As of 9.30.19

http://www.conejousd.org/Measure-I-Citizens-Bond-Oversight-Committee

FIND US ONLINE!

ALSO ON...TWITTER!

Measure I CVUSD
@MI_CVUSD

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