

CONEJO VALLEY UNIFIED SCHOOL DISTRICT
MEASURE I
INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

MINUTES - JANUARY 10, 2017

OPEN REGULAR SESSION – OPENING PROVISIONS

Call to Order and Roll Call

Marshall Denninger, Committee Chairperson, called the meeting to order at 1:00 p.m. He called roll, as follows:

INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

Marshall Denninger, Parent / PTA representative	Present
Gail Ginell, Community At-Large representative	Present
Tony Gitt, Senior Citizens' Organization representative	Present
Wendy Goldstein, Parent representative	<i>(Absent)</i>
Bill Gorback, Community At-Large representative	Present
Charles Lech, Business Organization representative	Present
Jere Robings, Taxpayers' Association representative	<i>(Absent)</i>

ADMINISTRATIVE STAFF

Ann N. Bonitatibus, Ed.D., Superintendent	<i>(1:30 Departure)</i>
Victor Hayek, Ed.D, Assistant Superintendent, Chief Business Official, and Senior Staff Liaison to the Committee	Present
Pavan Bhatia, Executive Director, Facilities, Maint, & Operations	Present
Glen Infuso, Director, Maintenance and Operations Director, Planning and Facilities	Present <i>(Vacancy)</i>
Jerome Staszewski, Director, Technology Services	Present
Grace Allen, Administrative Assistant, Business Services	Present

Mr. Denninger led the Pledge of Allegiance and read the procedural announcements.

Approval of the Agenda

Bill Gorback moved to approve the Agenda as written, and Charles Lech seconded the motion. The motion carried 5-0.

Comments from the Public

No public comments.

Comments from the Committee Chairperson

Marshall Denninger noted he hoped to make today's meeting a working session in order to prepare the Executive Summary for the CBOC 2015-2016 Annual Report that will be presented to the Board of Education at the January 17 board meeting.

Comments from Individual Committee Members

Bill Gorback asked what the parameters are as far as moving funds from what they were designated for by school/project to other areas. Dr. Hayek explained that we are legally bound by Measure I's language on the ballot. While plans are made now for how Measure I funds will be spent in the future, the plans need to be flexible in order to address changing needs as this is a 10-year program. Additionally, the District will maximize Prop 39 and Prop 51 funding opportunities.

Dr. Bonitatibus noted that ideally, a Master Plan would have been in place before the bond measure began. The District is working with the community to create a Master Plan now. The community is encouraged to participate in the formulation of the Master Plan by attending charrettes where they have the opportunity to offer input and state priorities.

ACTION ITEMS – GENERAL

Approval of Minutes Dated November 8, 2016

Tony Gitt moved to approve the Minutes as written, Charles Lech seconded the motion, and the motion carried 5-0.

Approval of Measure I Independent Financial and Performance Audits for Year Ended June 30, 2016

Dr. Hayek noted that Vavrinek, Trine, Day & Co. LLP is the firm that completed the audit. It was a clean audit with no recommendations. It was approved by the Board of Education at the January 3, 2017 meeting.

Tony Gitt noted that there were no hand-written signatures on the audit. The committee requested the auditors create a handwritten signature page on future audits.

Charles Lech moved to approve the Measure I Independent Financial and Performance Audits for Year Ended June 30, 2016. Motion passed 5-0.

INFORMATION / DISCUSSION ITEMS

Update: Master Plan

Pavan Bhatia provided a presentation that may be viewed on the District's Measure I webpage, at the following address:

<http://www.conejousd.org/MeasureIBondCitizensOversightCommittee.aspx>

Pavan announced the creation of the website www.BuildCVUSD.org that is dedicated to documenting the Master Planning process, which is currently on schedule. The first Charrette (a community forum with the architects and staff, organized to make collective decisions) will take place tonight. The Charrettes are organized by cluster. There will be 1:1 Charrettes for schools that are outside of the clusters, such as CVHS and the Adult School. The committee was enthusiastic that the website is a public repository for Master Plan documents.

Measure I Public Relations

Dr. Hayek announced that the District began utilizing press releases in order to inform the general public about what is happening with Measure I funds. Releases are a collaboration between Pavan Bhatia and Kimberly Gold, Coordinator of Communications and Marketing for CVUSD. All press releases are posted to <http://www.conejousd.org/News.aspx>. The committee requested copies of any press releases that go out.

All Measure I-related items on the Board of Education agenda are now prefixed with "Measure I".

The committee feels it is being very transparent, especially given the webpage dedicated to Measure I on the CVUSD website (noted above).

Review of Expenditure Report Data through December 31, 2016

Pavan Bhatia and Jerome Staszewski reviewed the Bricks and Mortar and Technology Endowment expenditure reports through December 31, 2016. Staff is working on critical safety related projects now while preparing the master plan.

Bricks and Mortar

- Print errors were discovered in the Bricks and Mortar report. An updated report will be generated and distributed to the committee via email on Wednesday, January 11. Tony Gitt requested that, going forward, major changes or negatives are explained ahead of time so meeting time isn't spent questioning oddities.
- Salaries on the Bricks and Mortar side were discussed. They will be evaluated each year depending on projects.

Technology Endowment

Jerome Staszewski's provided a presentation that may be viewed on the Measure I webpage (noted above).

- With the goal of charging prudent and necessary labor to Measure I, the Technology department has been reorganized. The maximum amount for labor from Measure I will be \$500,000 annually moving forward. It will be evaluated each year.
- Three-year tech plans were created before the bond. We are working with sites to come up with the master technology plan.
- Dr. Hayek noted the 20-year endowment does not add up to the \$51 million set aside so adjustments will need to be made to stay within budget.

Invitation to Board of Education Meeting: February 21, 2017, 4:00-5:00PM

The Independent Citizens' Bond Oversight Committee was invited to attend the open-discussion portion of the Board Meeting on Tuesday, February 21, 2017 from 4:00-5:00 PM. Financial advisor Tim Carty will be discussing the bond.

Future Agenda Topics

- The Master Plan
- Summer projects
- Next bond issuance currently scheduled for 2018

ADJOURNMENT

Marshall Denninger adjourned the Open General Session at 3:14 p.m. The Committee will reconvene at its next regularly scheduled meeting as follows:

Date: Tuesday, May 9, 2017
Time: 1:00-2:30 p.m.
Place: Board Room

2-21-17

Date


Chairperson