

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

**MINUTES – OCTOBER 24, 2018 3:30 p.m.**

**Conejo Valley Unified School District**  
**District Office Board Room**  
**1402 East Janss Road, Thousand Oaks, California 91362**

**OPEN REGULAR SESSION – OPENING PROVISIONS**

**Call to Order and Roll Call**

Mr. Tony Gitt, Committee Chair, called the meeting to order at 3:28 p.m. He called roll, as follows:

**INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE**

Marshall Denninger, Parent / PTA representative	Absent
Angela Dowling, Community At-Large representative	Present
Tony Gitt, Senior Citizens' Organization representative and Chair	Present
Silas Nesheiwat, Parent representative	Present
Greg Ramirez, Community At-Large representative	Present
Angie Simpson, Business Organization representative	Present arrived at 3:31, left at 5:13

**ADMINISTRATIVE STAFF**

Mark W. McLaughlin, Ed.D., Superintendent	Absent
Victor Hayek, Ed.D, Assistant Superintendent, Chief Business Official, and Senior Staff Liaison to the Committee	Present
Tim McCabe, Director, Planning and Facilities	Present
David Hubbard, Interim Director, Technology Services	Present
Maria Odell, Administrative Assistant, Business Services	Present
Nuria Becker, Administrative Assistant, Planning and Facilities	Present
Sue Blake, Administrative Assistant, Technology Services	Present

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

Mr. Silas Nesheiwat moved to approve the Agenda as written. Mr. Greg Ramirez seconded the motion, and the motion carried 4-0.

Committee did introductions of present members and administrative staff.

**Comments**

1. Public – None
2. Committee Chairperson – None
3. Individual Committee Members
  - a. Mr. Silas Nesheiwat recapped items from the last meeting and requested a list of denials for the purchase of technology items requested by schools. Dr. Hayek stated there had been no denials since all schools order from the Technology Menu. Mr. Nesheiwat also wants to

continue the discussion on meeting frequency of the committee and request it be on the next meeting agenda. Mr. Nesheiwat then welcomed the new members to the committee.

- b. Mr. Tony Gitt mentioned he recently went to the District Advisory Council meeting where he was approached by a teacher that asked if they could come to the committee meeting to request some equipment. Mr. Gitt responded by directing them to their principal since the committee does not authorize or process orders for the bond.
- c. Ms. Angie Simpson commented on the upgrade done at Acacia Elementary and enjoyed the summer recap presentation done at the Board of Education and DAC meetings.

#### 4. Administrative Staff

- a. Dr. Hayek clarified the process for how items are reviewed and added to the Technology Menu and the discussions with the principals on how they can purchase the items.

### **ACTION ITEMS – GENERAL**

#### **Election of Officers**

##### **Election of the Committee Chair**

Ms. Angie Simpson nominated Mr. Tony Gitt for Chair for the 2018-19 school year. No other nominations. Mr. Gitt accepted the nomination. The motion passed 5-0.

##### **Election of the Committee Vice-Chair**

Ms. Angie Simpson nominated Mr. Silas Nesheiwat for Vice-Chair for the 2018-19 school year. No other nominations. Mr. Nesheiwat accepted the nomination. The motion passed 5-0.

#### **Approval of Minutes of Committee Meeting May 24, 2018**

Ms. Angie Simpson moved to approve the minutes as submitted. Mr. Silas Nesheiwat seconded the motion. Mr. Nesheiwat submitted to the committee additions to the minutes presented. Mr. Gitt moved to table the approval of the minutes to the next meeting to give the committee time to review the suggested additions. Ms. Angela Dowling seconded the motion. The motion passed 5-0.

### **INFORMATION / DISCUSSION ITEMS**

#### **Legal training and updated**

Attorney Nic Heuer went through the committee's bylaws to explain the purpose and procedures of the committee. The committee had a discussion with Mr. Heuer on procedures for reviewing projects and purchases under the bond language as well as meeting frequency.

#### **Master Plan update and review of projects**

Dr. Hayek presented and explained the Master Plan report that is on the Measure I web page on the District's website. There was a discussion on how projects are priced to give the schools an idea of how much money is available for current and future projects. The District's projects are running at \$8,000 per ton, and each classroom is \$35,000. It was proposed to use the Master Plan report in place of the quarterly financial reports provided for the committee meetings going forward. It was discussed and agreed to continue the financial report one more meeting and present them as printed from the accounting system.

#### **Review of financial reports**

##### **Review of fiscal year 2017-2018**

The committee reviewed and discussed the financial reports for the fiscal year 2017-18. There was a request for presenting overruns and underruns to the committee. There was also a request for notation on the reports when other funds are used along with bond funds to complete a project.