

# **CITIZENS BOND OVERSIGHT COMMITTEE MEETING**

**El Rancho Unified School District**

**Meeting of the Measure “EE” Citizens Bond Oversight Committee**

**6:30 p.m.**

**Student Services/Professional Development Center**

**9333 Loch Lomond Drive**

**Pico Rivera, CA 90660**

**September 4, 2013**

## **MINUTES**

### **1. CALL TO ORDER**

The meeting was called to order by Dr. Aurora Villon at 6:31 p.m.

**ROLL CALL** – Members of the Citizens Bond Oversight Committee

Dr. Aurora Villon, Chairperson

John Chavez, Member

Vincent Chavez, Member

Esther Mejia, Member

Dr. Teresa Merino, Member

Dr. Linda Vargas, Member (late)

**DISTRICT ADMINISTRATION**

Martin Galindo, Superintendent

Leticia Covarrubias, Chief Business Officer (absent/excused)

Carlos Jimenez, Director of Maintenance and Operations

### **2. PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Dr. Aurora Villon

*Visitors* – Register No. 02-2013/2014

### **3. ADOPTION OF MINUTES**

Recommendation is made that the minutes of July 24, 2013 be adopted as submitted.

Motion: J. Chavez      Second: V. Chavez      Vote: 5-0      PASSED

4. **ACTION ITEMS**

4.1 **~~TABLED~~ ~~Nomination/Selection of Vice Chairperson~~**

Vice Chairperson: \_\_\_\_\_

**NO ACTION TAKEN: TABLED UNTIL APPOINTMENT OF NEW COMMITTEE MEMBER**

4.2 **~~TABLED~~ ~~Selection of a sub-committee to review past bond documents~~**

1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

**NO ACTION TAKEN: Mr. Galindo and Dr. Aurora Villon will meet to organize the documents and distribute them to the entire committee for review. A special meeting will be scheduled for the purpose of reviewing past bond documents.**

5. **DISCUSSION ITEMS**

5.1 Debriefing of school site visitations:

Mr. Vincent Chavez was pleased with the progress he saw, he complimented Carlos Jimenez and Mr. Galindo for doing a great job, he saw a lot of the good things that have happened, the restrooms, the graffiti free doors, windows but admitted that some areas still need work. He feels the district is moving ahead with the money that has been expended.

Dr. Teresa Merino felt that it was refreshing, especially after reading about the projects in reports to actually go and see that there is definitely a lot of progress at the various schools. One thing that was significant was visiting El Rancho High School, those areas that were highlighted as negative in the newspaper to see that most of that area has been taken care of and suggested publishing the progress of addressing those major issues. She was very impressed with Rivera and Durfee; the site visits were very informational and educational.

Ms. Esther Mejia agreed that the site visits were positive but expressed concern with seeing a lot of the needs especially in the area of shade for the students at the elementary level and all the school sites. There was also concern in the disparity between the libraries and inquired about the library at Obregon and the shade structure at Maizeland. Ms. Mejia asked why some of this equipment from the closed schools is not being used at other schools.

Mr. Galindo asked Carlos Jimenez to explain the process that might be used for moving equipment/buildings from closed sites to other schools within the district. Mr. Jimenez explained that in the case of shade structures the process includes DSA approval, involving an architect to draw plans, getting information in regards to the structure from the manufacturer and getting DSA to reapprove for the new location. Currently there are plans to move the library building from Pio Pico to Birney Elementary School and two portable classrooms from Pio Pico to Rivera Elementary School.

Dr. Villon shared that she also enjoyed the experience; it's a good learning experience for the committee to go the schools. Dr. Villon was impressed by Rivera Elementary and Rivera Middle but noted that the gym and the lockers at North Park are horrible and Durfee has no shade structure or student drop off. She expressed her concern with how some schools seemed to have a lot of work done and others had very little work done and also why so much money was allocated to the closed sites.

Although Dr. Vargas didn't attend the site visitations she shared her experience being a principal at a school where a lot of the work completed with Measure A Bond Funds was infrastructure work where it couldn't be seen. Dr. Vargas asked if the committee will have an opportunity to make recommendations because she has been approached by parents and teachers inquiring about air conditioning and/or forced-air units for the cafeterias.

5.2 Review draft CBOC handbook.

The committee agreed to review the handbook in more detail with Ms. Covarrubias when she returns to work. Some immediate suggestions were to place anything not generated by the district in the back section, include a tab for the master plan, consistency with the name CBOC, adding the vision and mission of the committee in the beginning of the handbook.

5.3 Schedule school visits to verify or observe projects:

A site visit was scheduled for Monday, September 16, 2013 from 8:00 a.m. – 11:00 a.m., everyone shall meet at District Office I. Dr. Villon recommended visiting the closed school sites (Pio Pico, Obregon, Selby Grove and although not closed Meller campus) where projects have been completed with bond funds and to see what inventory is available to use at the other schools.

5.4 Provide additional information for board agenda item to amend project funding (\$900,000) from deferred maintenance to measure "A" bond funds:

The committee was concerned about the allocation of \$900,000 of bond money to fund deferred maintenance projects which was discussed at the last Board of Education meeting. The agenda item language was amended at the advice of bond counsel stating in a letter that this was allowable. Dr. Villon requested a copy of the letter from Ms. Covarrubias and will make copies for the committee. Dr. Villon was concerned that the committee had no knowledge of this item until it was on the agenda.

Mr. Galindo explained that just about any project in our district where we don't have money to do the project goes under deferred maintenance because school districts haven't been given the money to do what needs to get done; the only way to do those projects is for districts to go after bonds.

Mr. Galindo advised the committee that he will be putting this item forward at the October board meeting justifying that \$900,000 was spent on projects that needed to get done; projects which can also be considered bond projects; this is necessary in order to pay back the general fund.

5.5 Review letter from Bond Counsel:

Copies of the letter from Bond Counsel will be provided to the committee in reference to the expenditure of Measure A General Obligation Bond Proceeds.

5.6 CBOC vacancy:

Although it is not a requirement, it is the preference of the committee that the new member be a resident of Pico Rivera. The advertisement will specifically list the position left vacant by Mr. Angelo "member active in a business organization representing the business community within the district."

5.7 Number of CBOC members:

The committee agreed to keep the numbers of committee members at seven.

5.8 Suggested items for the next Joint Board of Education and CBOC meeting:

Facility master plan process, items tabled from last joint meeting, where the district is in the process of developing a master plan, share the draft copy of the CBOC handbook

5.9 Develop a calendar for future meetings:

Next CBOC meeting is scheduled for Wednesday, October 2, 2013; future meetings will be scheduled on the first Wednesday of each month with the exception of January 2014. A calendar of meeting dates will be provided.

6. **ADJOURNMENT**

The meeting was adjourned at 8:18 p.m.

Motion: L. Vargas      Second: T. Merino      Vote: 6-0      PASSED