

CONEJO VALLEY UNIFIED SCHOOL DISTRICT



MEETING OF THE MEASURE I INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

TUESDAY, SEPTEMBER 12, 2017

1:00 P.M. OPEN SESSION

AGENDA

**Conejo Valley Unified School District
District Office – Conference Room B1
1400 East Janss Road
Thousand Oaks, California 91362**

INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE

**Marshall Deninger, Parent / PTA representative
Gail Ginell, Community At-Large representative
Tony Gitt, Senior Citizens' Organization representative
Wendy Goldstein, Parent representative
Bill Gorback, Community At-Large representative
Jere Robings, Taxpayers' Association representative
Angie Simpson, Business Organization representative**

ADMINISTRATIVE STAFF

**Mark McLaughlin, Ed.D., Interim Superintendent
Victor Hayek, Ed.D., Assistant Superintendent, Business Services,
and Senior Staff Liaison to the Committee
Tim McCabe, Director, Planning and Facilities
Glen Infuso, Director, Maintenance and Operations
Susanne Ma, Director, Technology Services
Grace Allen, Administrative Assistant, Business Services**

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HELPFUL INFORMATION

PERSONS WITH DISABILITIES REQUIRING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN A COMMITTEE MEETING SHOULD CONTACT THE BUSINESS SERVICES OFFICE PRIOR TO THE MEETING - PHONE 805-497-9511, EXTENSION 206, OR EMAIL GALLEN@CONEJOUSD.ORG

If you are on the agenda to present a report and need to use a computer and audio equipment, please contact the Business Services Office 24 hours prior to the meeting at 805-497-9511, extension 206, or email gallen@conejousd.org.

If you wish to address the Independent Citizens' Bond Oversight Committee, it is necessary to complete a speaker form (blue) and hand it to the recording secretary. If you would like to make comments about items not on the agenda, a speaker form should be completed and *submitted prior to the Public Comments section* of the agenda. If you wish to address an agenda item, please complete and *submit your form prior to the Action section* of the agenda. Pursuant to the Brown Act, the Committee cannot enter into a formal discussion nor can a decision be made in regard to public comments. The Committee may provide a reference to staff or other resources of information, request staff to report back at a subsequent meeting, or direct staff to place an item on a future agenda. Public comments will be limited to three minutes. On those occasions where there is an unusually large number of speaker cards, the Committee Chairperson may make the decision to decrease the time. Please present your comments in a factual, respectful, and dignified manner that models how we expect our children to participate in the democratic process.

If you wish to register your opinion on a topic but not speak, please fill out a public written statement form (yellow) and hand it to the recording secretary. Committee members will review these forms following the meeting.

Your input is greatly appreciated. The information on the speaker cards will assist the Committee Chairperson in conducting the meeting and is needed for the official minutes. The information on the cards will become public record. Thank you for your cooperation and compliance with these guidelines. Please feel free to call the Business Services office if you have any questions (805-497-9511 x206).

REGULARLY SCHEDULED COMMITTEE MEETINGS 2017/2018
(To be determined at Committee Meeting 9/12/2017 – Action Agenda Item II,C)

AGENDAS ARE POSTED AT THE FOLLOWING LOCATIONS

CVUSD District Office, 1400 E. Janss Road, Thousand Oaks, CA

This serves as the main posting location pursuant to the Brown Act, Government Code §54954.2(a)

Additional Locations

Newbury Park High School, 456 Reino Road, Newbury Park, CA

Thousand Oaks High School, 2323 Moorpark Road, Thousand Oaks, CA

Westlake High School, 100 N. Lakeview Canyon Road, Westlake Village, CA

CVUSD Maintenance and Operations, 750 Mitchell Road, Newbury Park, CA

District website: www.conejousd.org

SECTION A: AGENDA
INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE
TUESDAY, SEPTEMBER 12, 2017

I. 1:00 P.M. REGULAR SESSION

Opening Provisions

- A. Senior Staff Liaison will Call the Meeting to Order and Roll Call
- B. Pledge of Allegiance
- C. Announcements and Procedures
- D. Approval of the Agenda
- E. Comments

1. Public

Pursuant to the Brown Act, the Citizens' Bond Oversight Committee cannot enter into formal discussion with individuals making public comments to the Committee. The Committee cannot take action on any issues raised during public comments that are not on the meeting agenda. Individual Committee members may respond to public comments during the Individual Committee Member's Comments section of the agenda (I.E.3.).

- 2. Welcome of new Members to the Committee
- 3. Individual Committee Members - Comments
- 4. Administrative Staff - Comments

II. ACTION ITEMS - GENERAL

(Each item requires a motion for approval)

- A. Election of Officers:
 - a. Chair (Term 1 year)
 - b. Vice Chair (Term 1 year)
- B. Approval of Minutes of Committee Meeting May 9, 2017 *(attachment)*
- C. 2017-2018 CBOC Proposed Meeting Schedule *(attachment)*

III. INFORMATION / DISCUSSION ITEMS

(For discussion only; no action is taken on information items)

- A. Review of Expenditure Report Data through June 30, 2017 *(attachments)*

IV. ADJOURNMENT

NEXT MEETING

(See above Action Item IIC)

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SECTION B: MINUTES

Tentative Minutes of the May 9, 2017, Committee Meeting
presented for action by the Committee on September 12, 2017
(Action Item II, A)

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

MINUTES - MAY 9, 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 (1:13 arrival)
Wendy Goldstein, Parent representative	Present (2:30 departure)
Bill Gorback, Community At-Large representative	Present
Charles Lech, Business Organization representative	Present
Jere Robings, Taxpayers' Association representative	Present

ADMINISTRATIVE STAFF

Ann N. Bonitatibus, Ed.D., Superintendent	Present (1:03 arrival)
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>Vacant</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.

Bill Gorback moved to approve the Agenda as written. Gail Ginell seconded the motion, and the motion carried 5-0.

Comments

No comments from public, committee chairperson, individual committee members, or administrative staff.

ACTION ITEMS – GENERAL

Approval of Minutes Dated February 21, 2017

Gail Ginell moved to approve the Minutes as submitted, Bill Gorback seconded the motion, and the motion carried 6-0 with the arrival of Tony Gitt.

INFORMATION / DISCUSSION ITEMS

Facilities Master Plan

Pavan Bhatia presented the Facilities Master Plan.

Review of Expenditure Report Data through March 31, 2017

Bricks and Mortar

Dr. Hayek reminded the Committee that Measure I funds are not to be used for on-going maintenance. Options for maintenance sustainability are being explored by the Superintendent's Cabinet and may include creating a Fund 14 for Routine Restricted Maintenance.

For a clearer representation of Measure I fund utilization, next year's reports may be reformatted to focus on current-year numbers/projects rather than the comprehensive, life-of-the-bond style that has been used until now.

Technology

The changes to Technology salaries will be visible in 2017-2018.

Jerome Staszewski reported that middle school principals praised the Technology department's handling of state testing this year. The addition of mobile devices to existing computer labs worked effectively.

Per Pupil Allocation for Measure I Endowment for 2016- 2017

Dr. Hayek announced that the per-pupil endowment for 2017-2018 will be \$109 which was also the endowment amount in 2016-2017.

The next bond issuance is scheduled for June 2018. At present, the Board of Education is, generally, not in favor of changing that date. Current balance is roughly \$9M.

The Committee expressed concern that continually-increasing interest rates will adversely affect the potential benefit from the bond if the issuance schedule is not moved up. Dr. Hayek noted that the interest rates that affect the type of bonds scheduled to be sold have actually been decreasing (as per our financial advisor). Dr. Bonitatibus stressed the importance of having a tangible Master Plan in place before the next bond issuance.

15-Year vs. 30-Year Debt Service

The committee reviewed a comparative analysis showing a 15-year debt service rather than a 30-year debt service which saved tax payers \$44M.

CBOC Terms of Office

Three members, Marshall Denninger, Tony Gitt, and Charles Lech, whose terms will expire in August each voiced their interest in remaining on the Committee for another term. However, the openings will be publicized in order to give other members of the community the opportunity to apply.

2017-2018 CBOC Proposed Meeting Schedule

The proposed meeting dates for 2017-2018 were agreeable with the exception of January 23, 2018. The Committee's annual report to the Board of Education traditionally falls on the same day. The Committee wishes to meet earlier in January in order to prepare for the presentation. The meetings will also be scheduled for 2 hours, from 1:00-2:00, rather than the current 1.5 hours. The schedule will be finalized at the agreed upon next meeting on September 12, 2017.

Future Agenda Topics

None

ADJOURNMENT

Marshall Denninger adjourned the Open General Session at 2:42 p.m. The Committee will reconvene on:

Date: Tuesday, September 12, 2017
Time: 1:00-3:00 p.m.
Place: TBD

Date

Chairperson

SECTION C: Agenda Reports / Attachments

The attached proposed Committee Meeting Calendar for 2017/2018 is presented for action by the Committee on September 12, 2017
(Action Item II, B)

CONEJO VALLEY UNIFIED SCHOOL DISTRICT



MEETINGS OF THE MEASURE I
INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE
CALENDAR FOR YEAR 2017/2018

1:00 p.m. to 2:00 p.m.

District Office Conference Room B1

September 12, 2017

January 16, 2018

May 8, 2018