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 (Absent)
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
Victor Hayek, Ed.D., Assistant Superintendent, Chief Business Official, Present
and Senior Staff Liaison to the Committee
Pavan Bhatia, Executive Director, Facilities, Maint, & Operations Present
Mike Buckley, Director, Maintenance and Operations Present
David Fateh, Director, Planning and Facilities Present
Jerome Staszewski, Director, Technology Services Present
Debbie Montgomery, Administrative Assistant, Business Services Present

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

Approval of the Agenda
Jere Robings moved to approve the Agenda as written, and Chuck Lech seconded the motion. The motion carried 6-0.

Comments from the Public
(Nones)

Comments from the Committee Chairperson
(Nones)

Comments from Individual Committee Members
Marshall Denninger introduced the District’s new Assistant Superintendent of Business Services, Victor P. Hayek, Ed.D. Dr. Hayek came from New Jersey to Saugus USD in January 2016, and to Conejo Valley USD effective August 1st. He has served on bond oversight committees in two other school districts and is happy to serve on this committee.
Marshall Denninger introduced Pavan Bhatia, who joined the District on July 25th as the new Executive Director of Facilities, Maintenance and Operations. Pavan has 21 years of experience in facilities and planning. She has worked at LAUSD and Amgen, including working on several bond projects and public school planning. Marshall Denninger added that he worked with Pavan at Amgen and knows that Pavan has vast experience. Victor Hayek added that the Executive Director position is new to the District and was created to oversee facilities, maintenance, and operations. Dr. Bonitatibus commended Pavan’s office for working hard on summer projects while relocating the Maintenance, Operations, Warehouse, and Printing Services to two properties on Mitchell Road and Rancho Conejo Road in Newbury Park.

Dr. Bonitatibus reported that the District has launched an updated website. In addition, the District now has mobile applications that are available to parents, students, staff, and the community. Visitors can see committee activity, follow specified schools, and receive push notifications.

**ACTION ITEMS -- GENERAL**

Approval of Minutes Dated May 10, 2016
Jere Robings moved to approve the Minutes as written, Bill Gorback seconded the motion, and the motion carried 6-0.

**INFORMATION / DISCUSSION ITEMS**

Committee Member Terms
Terms of Bond Oversight Committee members are for two years. For the initial year of the Committee only, four Committee members served a 1-year term, which has now expired. Gail Ginell, Wendy Goldstein, and Bill Gorback volunteered to serve another 2-year term. Jere Robings, who represents the Taxpayers’ Association, declined serving another term. Per Section 5.5 of the Committee Bylaws,

Members of the Committee shall be appointed by the Board of Education through the following process: (a) the District will advertise in the local newspapers, on its website, and in other customary forums, as well as solicit appropriate local groups for applications, using an application form provided by the District; (b) a subcommittee made up of two Board members appointed by the Board President, and the Superintendent will review the applications; (c) the subcommittee will make recommendations to the Board; and (d) the full Board will approve the recommendations.

Summer Projects Summary
David Fateh, Director of Planning and Facilities, provided pictures of summer projects, which can be viewed on the Committee webpage:

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

- Are roofs replaced with solar? No, solar is not feasible.
- Are competitive bids obtained? Yes, per the bid guidelines.
- Are all of the schools wireless now? Yes, by the end of this summer.
- What is the next major phase of the Technology Endowment? A District Technology Plan is being developed. Needs vary based on the grade levels of each school, different size schools, different instructional approaches, etc. The Technology Committee works with teachers to develop a technological vision for the future.
- What is the tentative timeframe for Technology Plan? We hope to start implementation in December. Jerome will make a presentation to the Committee in November.
Review of Expenditure Report Data through July 31, 2016
David Fateh reviewed with the Committee the Bricks and Mortar and Technology Endowment expenditure reports through July 31, 2016.

- Page 8 of the Technology Endowment report indicates that Districtwide salaries & benefits represent 28% of the total. At the next meeting, can we get an overview of what each of the people does? Yes.
- What is the $63,000 of miscellaneous expenses on Page 7 of the Technology Endowment report? Westlake High School purchased miscellaneous software and supplies for the Science Lab. Chuck Lech asked that this be identified as Science Lab Upgrades instead of Miscellaneous.
- What is the DSA (Division of State Architect) close-out expense at Sycamore Canyon? DSA is preventing the District from proceeding on future projects until all past DSA requirements have been resolved. The District now has a Consultant who has identified what is needed to obtain certification for past projects. Situations vary and may or may not require bringing construction up to current code. David added that there are so many school districts with non-certified projects, that the State has now established a “Legacy Process” to provide guidelines for moving forward.
- Should DSA certification be paid by Measure I? Many projects are related to safety, so Measure I is appropriate. Marshall Denninger requested more detail be provided to the Committee.
- What percent of sites need DSA certification? Victor Hayek said that will be reported at the Committee meeting in November.

Election of Committee Chairperson and Vice-Chairperson
Per the Committee Bylaws, the Chair and Vice-Chair shall serve a term of one year and may be re-elected by vote of a majority of the members of the Committee. Gail Ginell nominated Marshall Denninger and Bill Gorback as Chair & Vice-Chair, respectively. Chuck Lech seconded the motion, and the motion passed 5-0 with Jere Robins abstaining as he is withdrawing from the Committee.

Future Agenda Topics
Committee Members and Administrative Staff determined the following topics for future meetings:

- Action:
  - Approval of Minutes dated August 9, 2016
  - Introduction of Board-Appointed Committee Members
  - Election of Committee Chairperson and Vice-Chairperson
- Information / Discussion
  - Member terms update per legal counsel
  - Technology Plan update
  - Duties of employees that are charged to Measure I
  - DSA close-out update for each site
  - Conejo Valley Learning Center update
  - Proposition 39 projects update to be provided in November or February

ADJOURNMENT
Marshall Denninger adjourned the Open General Session at 2:19 p.m. The Committee will reconvene at its next regularly scheduled meeting as follows:

Date: Tuesday, November 8, 2016
Time: 1:00-2:30 p.m.
Place: Maintenance and Operations, 667 Rancho Conejo Boulevard, Newbury Park

11-8-16

Chairperson