

**Tustin Unified School District
Citizen's Oversight Committee**

MINUTES

July 9, 2003

George Jeffries, President, called the regular meeting of the Citizen's Oversight Committee to order at 6:05 p.m., in the Library, Foothill High School, 19251 Dodge Avenue, Santa Ana, CA 92705

Members Present:

Patrick Craig
Lisa Frost (Absent)
George Jeffries
Bruce Junor
Steve Kozak (Arrived 6:27 p.m.)
Jason Rush
John Secor (Absent)
Judy Shade
Rich Wagner (Arrived 6:08 p.m.)

Staff Present

Peter Gorman
Brock Wagner

Counsel Present

Rob Anslow

George Jeffries led the Pledge of Allegiance to the Flag of the United States of America.

It was moved by Bruce Junor, seconded by Jason Rush, and carried unanimously to adopt the agenda, with the exception to move Item Number Four (Meeting Length and Format) to the beginning of the meeting.

Staff Presentation and Information

Al Marzilli, Principal of Foothill High School, conducted a short tour of Foothill High School.

Public Comments

None.

Discussion/Action Items:

1. It was moved by Rich Wagner, seconded by Patrick Craig, abstained by Steve Kozak, and carried unanimously to approve the Minutes of the May 5, 2003, and the Special Meeting of June 20, 2003, COC meeting.
2. It was moved by Rich Wagner, seconded by Judy Shade, and carried unanimously to readdress the terms of COC officers at a later time, and amend current motion for one year with the ability to reelect for an additional year.
3. It was moved by Jason Rush and seconded by Patrick Craig, and carried unanimously to approve the meeting schedule and locations:

September 10, 2003	6 p.m.	Beswick Elementary School
November 12, 2003	6 p.m.	Lambert Elementary School
January 14, 2004	6 p.m.	Estock Elementary School
March 10, 2004	6 p.m.	Guin Foss Elementary School
May 12, 2004	6 p.m.	Nelson Elementary School
July 14, 2004	6 p.m.	Veeh Elementary School

4. It was moved by Patrick Craig, seconded by Jason Rush, opposed by Bruce Junor, and carried with a 4-1 vote to plan for a meeting length of two hours and to keep the current agenda format, simple and informal.
5. It was moved by Bruce Junor, seconded by Rich Wagner, and carried unanimously to have Peter Gorman reschedule those COC members who were not able to tour the SFID financed facilities projects the first time.
6. Role of Citizens' Oversight Committee
 - a) COC discussed the importance to communicate to the public via newspaper articles, web page, etc.
 - b) Rob Anslow shared COC purpose and reviewed manual guidelines.
 - c) The COC requested that a list of Board approved GO bond expenditures be presented to the Committee.
 - d) Brock shared that the District has an independent audit firm perform an audit of the previous fiscal year which is presented to the Board every year in January. The purpose of the audit is to verify the accuracy of the District's financial reports and to affirm compliance with laws and regulations. Due to the District using State funds an audit will be necessary.
 - e) The COC discussed the principal purpose, time frame coverage, web site, technical and administrative assistance, and reports regarding audits.
 - f) State Financing and ADA requirements were discussed as related to bond proceeds:
 - To obtain State funding, 50% of contract bids must be awarded by May 2004.

- The Department of State Architect process was discussed.
- The American Disability Act was discussed as to how it could hinder the District's process to make sure we are in compliance.
- The Labor Compliance Program will need to be implemented, i.e., prevailing wage, certify subcontractor's payroll, etc.

Pete discussed the Board's priority to continue to work on Phase 1 to use the initial allotment of \$35 million.

Receive and File motion moved by Bruce Junor, seconded by Judy Shade, and carried unanimously.

Informational Items/Presentation

1. Pete shared the updates from the following Board meetings:
 - May 12 - Bargaining units, TRAN \$6 million, and identifying cash flow
 - May 27 - Davis Demographics, MCAS, North Portola development, and Deferred Maintenance
 - June 9 - High school boundaries
2. Bond Issuance Rate - Brock shared that the District will finalize by July 17 the Series A, first bond issue. The amount of issuance will be \$15 million.
3. Brock discussed the various Deferred Maintenance projects to be conducted throughout the District this summer.
4. Pete shared the District received 11 RFQs for program administrator, and will be reviewing the RFQs on Friday for selection, and will set up interviews for July 16 and July 18.
5. Brock shared an update to the District and State budget.

Old Business

Pete discussed the Tustin News article that he wrote about the COC meeting. It was also discussed that if anyone would like to write a further article or has input, please contact Pete.

New Business

Bruce Junor brought up the issue of submitting a list of committed monies and construction updates as part of the regular meeting. Brock will submit fund balances and activity of Measure G funds as they become available.

Rob shared financial audit procedures and COC discussed various financial issues.

Adjourn

It was moved by Rich Wagner, seconded by Steve Kozak, and carried unanimously to adjourn the meeting at 8:18 p.m.