

**TUSTIN UNIFIED SCHOOL DISTRICT**  
**CITIZENS' OVERSIGHT COMMITTEE**  
(School Facilities Improvement District No. 2002-1)

**PERIOD COVERING - JULY 1, 2004 TO JUNE 30, 2005**

**ANNUAL REPORT**

THIS REPORT IS HEREBY ADOPTED BY THE **TUSTIN UNIFIED SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE** (SCHOOL FACILITIES IMPROVEMENT DISTRICT NO. 2002-1) PURSUANT TO EDUCATION CODE SECTION 15280(b) AND SUBMITTED TO THE PUBLIC IN CONFORMANCE WITH SUCH SECTION. THIS REPORT COVERS THE PERIOD OF FROM JULY 1, 2004 TO JUNE 30, 2005, AND CERTAIN RELATED MATTERS.

**I. MEMBERSHIP OF THE TUSTIN UNIFIED SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE (School Facilities Improvement District No. 2002-1):**

**Citizens' Oversight Committee Members**

The membership on the Tustin Unified School District Citizens' Oversight Committee during the period covered in this Annual Report included the following persons:

- Judy Shade (*Parent/Guardian of Student*)
- Lisa Frost (*Parent/PTA Representative*)
- John Secor (*Business Organization*)
- Bruce Junor (*Senior Citizen Representative*)
- Rich Wagner (*Taxpayer Organization*)
- Patrick Craig (*Member at Large*)
- George Jeffries (*Member at Large*)
- Steve Kozak (*Member at Large*)
- Jason Rush (*Member at Large*)

The following were the officers of the COC for the period covered by this Annual Report:

- Chairman, George Jeffries
- Vice Chairman, Lisa Frost
- Secretary, Leticia Barrozo

**II. ACTIVITIES OF THE TUSTIN UNIFIED SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE:**

Minutes describing the activities of the Tustin Unified School District Citizens' Oversight Committee are available as public reports and are available on the Committee website.

For more complete descriptions of actions by the Tustin Unified School District (District) Citizens Oversight Committee (COC) please see Minutes of the corresponding meeting posted on the COC Website. All approved Minutes and Annual Reports are, and have been, posted on the COC Website: <http://www.tusdmeasureg.org/>.

Additional documents and reports are posted in the COC Website in accordance with the directives of the COC.

### **III. CITIZENS' OVERSIGHT COMMITTEE (COC) FINDINGS FOR FISCAL YEAR 2004/2005:**

In order to comply with the requirements of Proposition 39, the COC needs to make certain findings as to activities of the COC and the use and expenditure of Measure G Bond proceeds. The COC hereby finds and determines as follows:

1. COC has met regularly.

The meetings of the COC are briefly described above. Minutes of the COC meetings are on file with the School District and are posted on the COC Website at <http://www.tusdmeasureg.org/html/about/about.htm>. Agendas for meetings of the COC are also posted on that website.

In addition, the COC Chairman has been actively involved, and has met regularly with School District staff to coordinate the presentation of information to the COC as a whole and was involved with the selection of the outside auditors to perform the annual financial and performance audits relating to the Measure G Bond funds and their expenditure.

2. COC has received reports, updates, and information on the expenditure of the Measure G Bond funds, and reviewed project expenditures made on projects authorized under Measure G.

The COC has received various reports (both written and oral), including, but not limited to, construction and project timelines, has taken tours, has received written and oral updates and reports on expenditures relating to the Measure G Bond funds. Those reports and documents are briefly described in the Minutes of meetings, as described above.

A complete list of the reports provided to the COC is available at the School District offices for public review upon request. Information on COC handouts and documents is also located on the COC Website - <http://www.tusdmeasureg.org/html/about/about.htm>.

3. The COC has Visited Schools and Project Sites.

These visits included the school sites mentioned in the Committee minutes.

4. Measure G Series A Bond funds have been expended on the identified projects authorized by Measure G (Education Code Section 15278(b)(1)).

Based on the documentation and information provided to the COC, as referenced herein, the COC has found, pursuant to Education Code Section 15278(b)(1) that the expenditures of Measure G Bond funds by the School District have been made on costs, expenses and construction/acquisition/installation costs of projects authorized by Measure G.

The specific projects authorized by Measure G are posted on the COC website at <http://www.tusdmeasureg.org/html/about/about.htm>. Construction updates on the Measure G projects can also be found at that same website.

5. No Measure G monies have been spent on teacher/administrator salaries or other school operating expenses (Education Code Section 15278(b)(2) unrelated to the Bond issue.

Based on the documentation and information provided to the COC, as referenced herein, the COC has found, pursuant to Education Code Section 15278(b)(2) that the School District has not expended Measure G Bond funds on teacher/administrator salaries or other school operating expenses.

6. 2004-05 Audit Reports were reviewed, received and filed with the COC.

The required annual performance and financial audits for Fiscal Year 2004-2005 were performed by the accounting firm of Nigro, Nigro & White, PC. The audit reports were reviewed, received and filed by action of the COC. Copies of the audits are attached to this Annual Report as Attachments "A" and "B" and incorporated herein by this reference. The COC notes that the audits did not report any irregularities or failures to comply with statutory and Constitutional requirements (i.e. the audits are "clean"). The 2004-05 audit reports can be viewed on the internet at <http://www.tusdmeasureg.org/html/audit-reports/audit.htm>.

7. The COC has received all necessary and requested technical and administrative assistance from the School District (Education Code Section 15280).

Under the requirements of Education Code Section 15280, the School District is required to provide the COC with all necessary technical and administrative assistance without expending Measure G Bond funds. The School District has made presentations to the COC, provided documents and information as set forth

herein, and has provided necessary and requested architectural, construction management, legal and planning support and assistance to the COC. Based on the foregoing, and the documentation and information provided to the COC, as referenced herein, the COC has found that the School District has provided all necessary and requested technical and administrative assistance without expending Measure G Bond funds.

8. COC Website is operating and includes all required documentation and information (Education Code Section 15280(b)).

The COC internet website is operated and maintained by the School District Board on behalf of the COC and is currently located at <http://www.tusdmeasureg.org/>. Information relating to the COC, its activities and documents can be viewed at the COC website. This includes minutes of the COC meetings, lists of documents received by the COC, the 2004-2005 audit reports and other reports issued by, and presented to, the COC, which will include this Annual Report following its adoption.

9. Based on the foregoing, the Tustin Unified School District is in compliance with the requirements of Article XIII A 1(b)(3) of the California Constitution.

#### **IV. CONTACT INFORMATION:**

Comments, questions and suggestions can be forwarded to the COC through the School District at the following address:

Tustin Unified School District  
300 South C Street  
Tustin, CA 92780

Attn: Brock Wagner, Deputy Superintendent of Business Services  
Telephone: Phone: (714) 730-7301, Ext. 302  
Facsimile: Fax: (714) 505-8397

or on the COC website by e-mail at: [bwagner@tustin.k12.ca.us](mailto:bwagner@tustin.k12.ca.us)

Dates, times and location(s) of COC meetings can be found on the COC website. Members of the public are invited to attend.

ADOPTED, SIGNED AND APPROVED BY THE TUSTIN UNIFIED SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE ON MARCH 14, 2007.

---

Secretary

**ATTACHMENT "A"**  
**COPY OF ANNUAL FINANCIAL AUDIT**  
**(2004-2005 Fiscal Year)**

**ATTACHMENT "B"**  
**COPY OF ANNUAL PERFORMANCE AUDIT**  
**(2004-2005 Fiscal Year)**