

Oxnard Union High School District
Measure H Citizen's Bond Oversight Committee
Minutes of the Meeting

Date: January 23, 2012

Time: 7 pm

Place: OUHSD Board Room

220 So K St., Oxnard, CA 93030

<u>Members Present</u>	<u>Members Absent</u>	<u>Staff Present</u>	<u>Guests</u>
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William Belcher

Sol Chooljian

Norma Maidel

Gabe Soumakian

Fred Ferro

Rebecca Pecsok

Patricia Lerner

Edward Morera

Nancy Lindholm

Patricia Parham

Adolfo Murillo Jr.

Call to Order

Patricia Lerner called the meeting to order at 7:08 pm.

Nancy Lindholm moved to adopt the agenda, seconded by Adolfo Murillo. Motion carried.

Nancy Lindholm moved to accept the minutes from the December 5 meeting, seconded by Sol Chooljian. Patricia Parham abstained. Motion carried.

Public Comments- none

Item 6-Status Report: 1. Committee members introduced themselves by name and interest group they represented to the new member, Patricia Parham, who was the new parent representative, with a child currently at ACHS. The other new parent representative is Mr. Edward Morera, not present.

2. Chair Lerner stated that she could not find that the OUHSD Trustees had ever officially approved in their minutes the appointments in 2010 of Adolfo Murillo Jr. and David Rodriguez. Mr. Murillo Jr. has been attending meetings regularly. Mr. Rodriguez has not attended since May of 2011

She asked if that could possibly affect the actions taken by the Committee if a quorum existed or not by their presence in past meetings. On reviewing the committee minutes, it appears that a quorum existed without the presence of Mr. Murillo Jr. or Mr. Rodriguez. A discussion ensued whether members could “wear 2 hats” and represent two different required member interest groups, such as parent and PTA member for example. Ms. Parham stated the Prop. 39 information she had indicated they could fill two of the required positions. Sup. Soumakian replied that nevertheless there were plenty of available parents and it would be better not to fill 2 slots with one person. The item was tabled for future discussion at a later meeting.

Item 7.1- Financial and Performance Audit- Chair Lerner stated that since the auditors had provided a revised table in Note 5 to the financial statement for the year ended 6-30-11 as well as answers to this committee’s questions via attachment to a letter dated Nov. 28,2011 from Randy Winton of OUHSD staff the audits should now be complete. Nancy Lindholm stated this committee should only accept, not approve the audits, since the Board of Trustees retained the auditors. On the motion of Bill Belcher and second by Sol Choojian to accept the audits the committee voted to accept them. P. Parham abstained.

Item 7-2- Annual Report – Chair Lerner thanked members Belcher, Chooljian, and Ferro for helping draft portions of the annual report distributed to the committee. Mr. Belcher asked what the sequence of sections of the report would be. Chair Lerner replied it should be per the emailed outline, but adding an executive summary at the beginning. On the Q&A section it was discussed and decided that the question 14 regarding status of the proposed new high schools should be deleted since no actual Measure H money had been expended on them before June 30,2011. Mr. Belcher asked why the report could not mention items occurring up to December 31 since by the time the report was publicized it would be 9 months after June 30 and could seem stale. There was discussion whether a new recently passed law mandated that performance audits had to be completed by March 31 of each year, effective Jan.1, 2012. Sup. Soumakian stated he was unaware of the details of the new law, but regardless, the Committee needed to finish and provide their annual report by Feb.13 in order to be on the next Feb.22 OUHSD trustees meeting agenda. The deletion of question no. 13 from the Q&A section re: current committee member vacancies was discussed, since the composition had changed since Dec. 31. Mr. Belcher asked whether the public should know via the annual report and Mr. Chooljian replied there were many other ways to communicate the vacant positions available. The Chair then added that the committee’s makeup would be changing soon.

Item 7-3- School Site Visits- Mr. Belcher pointed out the draft report was written in the first person and should not be, since it was the Committee’s report. Mr. Chooljian stated that could and would be easily corrected. Mr. Ferro pointed out that no visit had been done yet to CIHS to include in the report. It was agreed to attempt to schedule a visit asap prior to the next meeting and final version of the report. There was discussion and agreement that the site reports were too long to include in the final report and that instead a short summary table would be used with reference to an attached exhibit of the draft

site visits report. It was agreed to postpone final approval of the annual report to the next meeting on Feb.6.

Nancy Lindholm asked Sup. Soumakian when the remaining \$41 million of bonds issued would be spent on the proposed new high schools. He replied the district had just hired a Project Manager and that most of the money would likely be spent by 2013 as building construction started. Discussion ensued whether Prop. 39's requirement to spend 85% of the Meas. H bond money within 36 months of bond issue could be done by 2013. There was discussion and questions to staff as to how much money had been expended vs. committed, particularly since 6/30/11, and regarding the different formats of previously furnished accounting reports. Sup. Soumakian asked if the format given to the committee for money expended by 6/30/11 was adequate for future reports. Chair Lerner said the committee could not answer that tonight. The Superintendent then asked what information and format the committee wanted provided and pointed out that a customized accounting format or time periods would require more time to produce by the staff. Ms.Lindholm said something like a check register showing expenditures from the last time interval to the present would be helpful and that the Oxnard School District used software that produced it in such a format for projects. Sup. Soumakian asked whether she meant only money expended, paid and not just committed. He then asked if the chair wanted money expended from 6/30/11 through Dec. 31, 2011? He then stated he would take responsibility for providing such information to the committee and that any other requests should not be made to R. Winton and instead be made to him by email with copies to Patsy Thomas, the person in charge of Measure H expenditures for the OUHSD.

Mr. Chooljian stated that due to the restrictions of Prop. 39 the committee could not change state law and, despite earlier comments by the Committee members, stick to requesting expended money reports and not committed funds also. Sup. Soumakian stated that out of respect to the Committee the Board of Trustees should communicate information about the allocation of funds as it happens. He also reported the district was changing approx. May 1 to an online systems to post information like that publicly. There was discussion that providing allocation information on building projects could be provided quarterly and not be a burden.

Sec.9- The chair stated that items for the next meeting should include the annual report's timing and format, as well as committee membership vacancies and composition. Sup. Soumakian added he would support the committee's effort to communicate that to the public and that the district intended to keep moving forward and keep its promises.

Next Meeting- to be held on February 6, 2012 at the district office.

Adjournment- the Chair adjourned the meeting at 8:37 pm

Respectfully submitted by Fred Ferro, Secretary for the meeting.

