



**NUSD Citizens' Bond Oversight Committee (CBOC)**  
**5715 Musick Avenue, Newark, CA 94560**  
**Tuesday, December 17, 2013**  
**Minutes**

**Present:** CBOC Members – Jack Dane, Mondae Hefter, Casper Knoop, Tammie Mackey, Cindy Parks  
NUSD Staff – Tonya Connolly, MOT; Elaine Neilsen, CBO

**Absent:** Andrea Francis, Liz Mafi-Tuitama, Theresa Miller, Marilyn Painter

**1.0 Call to Order**

Call to order by at 6:04 p.m. by Chairman Casper Knoop.

**2.0 Roll Call**

Elaine Neilsen passed around a sign-in sheet for Committee Members.

**3.0 Visitors/Public Comments**

There were no visitors nor public comment.

**4.0 Approval of Meeting Minutes for September 10, 2013**

Hearing no objections or corrections to the minutes, a Motion to approve was made.

**Motion Passed**

**Financial Report**

Elaine Neilsen presented an accumulated cost of what was paid since the last report. Only infrastructure for technology (no printers or computers) is approved by State. The district is getting ready for 1:1 computer/student ratio required by the State in 2015/2016. We have installed LAN switches and wireless technology district-wide. Security cameras will be installed district-wide in the Fall of 2014. Bells, clocks, and public address systems are scheduled at NMHS and NJHS in the Fall of 2014. Elaine Neilsen will forward the schedule of upcoming projects to the CBOC. She explained that the majority of the money has been allocated to roofs and HVAC systems. There was a question about the process of the prioritization and what to do if there is a concern. Elaine Neilsen directed the CBOC to contact her office first, and then the item would be placed on the Board agenda if necessary. There was discussion about the lawnmower purchase. A minority of CBOC members present were unhappy with the purchase.

**5.0 Annual Report to the Community**

The preliminary audit is complete and in the process of finalizing this week. The audit was due to the State last Friday and will be presented to the Board on January 14, 2014. The auditors were very cautious and pulled 90% to review for the bond. The report is due to the Board by mid-March. It was noted that the number of locations should be 12

under “Bond Synopsis” and “General Program Scope” sections. The CBOC would also like upcoming projects to be added to the report.

**6.0 Reschedule March 11 CBOC Meeting**

There will be a separate meeting for approval of the annual report on February 25, 2014 at 6:00 p.m. The CBOC will still hold their regularly scheduled meeting on March 11, 2014 at 6:00 p.m. Elaine Neilsen will email the financial audit and performance audit to the CBOC the by end of the week.

**7.0 Adjournment**

Meeting was adjourned at 6:58 p.m.