

NEWARK UNIFIED SCHOOL DISTRICT

## Citizens' Bond Oversight Committee

Meeting Minutes from December 8, 2015

Those in attendance:

CBOC Members – Jack Dane, Cary Knoop, Cindy Parks, Marilyn Painter

NUSD Staff – Bryan Richards

Public/Guests – Victor Lopez, Vanir Construction

### **1.0 Call to Order**

*The meeting was called to order by Chairman Cary Knoop at 6:08 p.m.*

### **2.0 Roll Call**

*Committee Members and those present utilized the sign-in sheet.*

### **3.0 Visitor/Public Comment**

*None*

### **4.0 Approval of Meeting Minutes for September 8, 2015**

*There was a concern raised as to whether all supplemental documents distributed at previous meetings are being posted on the district website. Bryan Richards is going to get clarification as to what needs to be posted versus what is a work product.*

*Approved as written - Marilyn Painter, motioned – Jack Dane, seconded. The motion passed, 4 Ayes (Jack Dane, Marilyn Painter, Cary Knoop and Cindy Parks).*

### **5.0 Approval of Meeting Minutes for September 29, 2015**

*Approved as written - Marilyn Painter, motioned – Jack Dane, seconded. The motion passed, 4 Ayes (Jack Dane, Marilyn Painter, Cary Knoop and Cindy Parks).*

### **6.0 Financial Report**

*California Financial Services (CFS) cleaned up the report, which now shows \$15.9M available. However, there was a 19 month old (July 2014) invoice from Vanier that has just serviced. Summer project will run about \$12-12.5M. The \$15.9M projects include the science classroom modernization plus, the district is considering the possibility of portable replacements due the many portables being at the “end of their life.” The remaining Measure B money is being utilized to “clean up some of the old projects.” The contract with CFS is still being re-negotiated.*

### **7.0 Update on Current Projects**

*All 2015 projects are done except the Clocks, Bells and PA. NMHS is already activated and the remaining sites will be activated during Christmas Break. Victor Lopez handed out the Summer 2016 Measure G Bond Projects.*

## **8.0 Update on Errors Found in the Bond Performance Audit of 2012-2013 and 2013-2014 Issued by Crowe Horwath LLP.**

*Bryan Richards stated he hadn't heard from Crowe Horwath and explained this is a crazy time of year for auditors. Cary Knoop mentioned perhaps it was time to be more forceful. Bryan will make contact again.*

## **9.0 Re-Issue Measure G Bond Program, Annual Report 2012-2013**

*Bryan has now supplied a complete financial packet. Cary Knoop stated the only item missing is the corrected audit to approve the revised 2012-2013 Annual Report. Crowe Horwath has been supplied with all California Financial Services information to fix audit, so we can approve when revised. Cary Knoop outlined our three choices:*

- 1. Hold approval until we get revised report, then approve.*
- 2. State the CBOC can't approve the Revised Annual Report, explaining why.*
- 3. Bring issue as a concern to the board as to why the 2012-2013 Annual Report still isn't revised.*

*The committee agreed with the third choice.*

*If the CBOC hasn't received the revised audits from Crowe Horwath by January 10, 2016, Bryan Richards will place an item on the January 19, 2016 agenda for Cary Knoop to address the board. Cindy Parks, motioned – Marilyn Painter, seconded. The motion passed, 4 Ayes (Jack Dane, Marilyn Painter, Cary Knoop and Cindy Parks).*

*Cary Knoop will only address the lack of a corrected audit. Bryan Richards would advise Crowe Horwath of the deadline. He also mentioned, Laura Johnson would email Cary Knoop and Cindy Parks with the agenda docket.*

## **10.0 Measure G Bond Program, Annual Report 2013-2014**

### **10.1 Presentation of the Annual Report by the Ad-Hoc Subcommittee**

### **10.2 Approve the Following Text:**

**Based on the review and observations of the Citizens' Bond Oversight Committee, we find that the Newark Unified School District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution and that funds are being used for the purposes specified in the ballot language.**

### **10.3 Approve the Annual Report and Presentation Slides**

### **10.4 Dissolution of the Ad-Hoc Subcommittee**

*Action suspended until the revised audit is received.*

## **11.0 Appointment of Committee for 2014-2015 Annual Report**

*The spread sheet with the formula generates the Annual Report documents – Cary Knoop will send the information to Bryan Richards. Cary Knoop and Jack Dane volunteered to be the Ad-Hoc committee members.*

**12.0 Request CBO to Present Board of Education with Proposed Changes to Board Policy, Administrative Regulation, and Bylaw 1221-**

**Change to reflect current Education Code 15282(a) The citizens' oversight committee shall consist of at least seven members who shall serve for a minimum term of two years without compensation and for no more than three consecutive terms.**

*The law changed allowing three terms. As it currently stands, the board would need to replace all member except one this spring. Bryan Richards advised the committee, the California School Board Association (CSBA) has pulled BP1221 and replaced it with BP7214 with the necessary language changes. The board usually supports the CSBA changes. There is a need to recruit for open slots. It was suggested advertising the openings in the newsletters and on the district home page. Bryan Richards will mention the newsletter suggestion to Soleste Hilberg and speak with Dr. Marken about the district home page.*

**13.0 Committee Membership Terms Expire**

**With the proposed Education Code change, find out who would like to continue to serve once the Board approves the change.**

*Tabled*

**14.0 Election of Officers**

*Per the bylaws, the elections are to take place in July. Cindy Parks mentioned other commitments and asked if anyone was willing to replace her as Secretary. No one was willing to replace her as Secretary.*

**15.0 Announcements, Requests, Debrief, Discussion**

*There was a question about the metal benches that are peeling at Lincoln and Kennedy and whether they would be considered as a project. No answer was given at the time.*

**16.0 Adjournment**

*Cary Knoop adjourned the meeting at 7:50 p.m.*

Minutes submitted by: Cindy Parks