

**Tustin Unified School District**  
**Measure S Citizens' Oversight Committee**  
**(COC) MINUTES: October 4, 2019**  
**(Approved December 12, 2019)**

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**Call to Order:**

The meeting of the Citizens' Oversight Committee was called to order at 5:35 p.m. at 300 South C Street, Tustin, CA.

**Members Present**

Emily Banks	Rand Scherff	Guy Ball (Absent)
Erin LeMaster	Craig Weirens	Armen Karamardian (Absent)
Al Murray (arrived 5:40pm)		
Grant Litfin, Assistant Superintendent		
David Smith, Chief Technology Officer		

**Guests – None.**

**Welcome**

Each person introduced themselves: Grant Litfin, Assistant Superintendent responsible for the operation of bonds; David Smith, Chief Technology Officer, responsible for the infrastructure and implementation of technology; Craig Weirens, parent with a son at Loma Vista, serves on the Special Education Community Advisory Committee, a PTO member and is a 25 year veteran in global IT; Emily Banks is a local CPA; Erin LeMaster is a PTA member with a second grade daughter attending Arroyo, she and her husband are architects, has done infrastructure in Los Angeles and was a member of the Measure L Oversight Committee; Rand Scherff owns Speedpro Imaging in Tustin and he along with his children graduated from Foothill High School; Al Murray, is a parent with a child at Beckman and a member of the Tustin Chamber of Commerce who he is invested in Tustin's success. Armen Karamardian who is absent, is also a member who has children in the District and is very active in the Community. Guy Ball, not in attendance is currently the longest serving COC member.

**Pledge of Allegiance**

Emily Banks led the Pledge of Allegiance to the flag.

**Adoption of the Agenda**

It was moved by Rand Scherff, seconded by Craig Weirens, and carried unanimously to adopt the agenda. (Vote: Guy Ball (absent), Emily Banks-Yes, Armen Karamardian (Absent), Erin LeMaster-Yes, Al Murray-Yes, Rand Scherff-Yes, Craig Weirens-Yes)

**Public Comments**

None.

**General Functions Consent Items:**

- 1) No objections received from Guy Ball or Armen Karamardian who were present at March 14, 2019 meeting. It was moved by Al Murray, seconded by Rand Scherff and carried unanimously to adopt the Minutes of the March 14, 2019, meeting. (Vote: Guy Ball (absent), Emily Banks-Yes, Armen Karamardian (Absent), Erin LeMaster-Yes, Al Murray-Yes, Rand Scherff-Yes, Craig Weirens-Yes)

**Discussion/Action Items:**

- 1) Determination of Officers for the 2019-20 school year: It was moved by Al Murray, seconded by Rand Scherff, and carried unanimously that Emily Banks chair the Measure S COC. (Vote: Guy Ball (absent), Emily Banks-Yes, Armen Karamardian (Absent), Erin LeMaster-Yes, Al Murray-Yes, Rand Scherff-Yes, Craig Weirens-Yes)

**Informational Items/Presentations:**

- 1) Handout - 2019-20 Measure S COC Meeting Dates: Thursdays are good nights for all. However, meetings do not always have to be held in the evening. It was agreed to have a morning meeting at approximately 9:00 a.m., on December 12, 2019, for the COC to visit Foothill High School to see firsthand what the Measure S funds have helped us accomplish.
- 2) Purpose of the Citizens' Oversight Committee: Grant Litfin reviewed the handout provided:
  - The committee is subject to the Brown Act. Do not discuss the agenda items out in public with other committee members, always call a meeting if the need arises. If you get a question, bring it to Grant Litfin so that it can be discussed at a COC meeting.
  - Auditors are in closed session where all Measure S COC members are invited to attend.
  - Listen to the public and bring any ideas or concerns to the COC. Inform the public of all the positive information you take from the COC meetings.

- 3) Measure S Bond Information: On November 6, 2012, voters approved the bond that would generate \$135 million over 30 years. TUSD has taken two bond issuances, the first being \$35 million and the second \$20 million.

**Agenda Items:**

- 1) Technology Update: David Smith, Chief Technology Officer and Grant Litfin, Assistant Superintendent presented the following information.
- David Smith congratulated Grant Litfin for receiving the 2019 Orange County CTE Administrator of the Year Award. "It's not so much what your position is, but what you do in your position."
  - We used a second issuance of the bond to purchase new devices. Four devices were piloted with teachers and students over a four-month period. Microsoft Surface Pros were purchased.
  - Data Impressions saved us approximately 26.4% over retail pricing which amounted to \$2,700,000 to TUSD. Price includes a 4-year warranty.
  - The model we have in place for repairs considers the 4-year warranty. We know our costs today and what repairs will cost for the next four years.
  - Measure S - Round 2 Financials: Housing values in Tustin continue to go up each year.
  - In series A, bond was sold for \$35 million at a good rate (3.78%). In Series B, \$20 million bond sold at a rate of 3.5%.
  - We're in a good position, no urgent need to sell bonds, we have strategized and mapped out our needs and have flexibility.
  - We have stayed below the \$19 per \$100,000 of assessed value of property that the voters approved. We continue to only ask owners for what we need.
  - CTE grant money was used for some CTE classroom renovations saving Measure S money.
  - Foothill High School was included in the Summer CTE classroom renovations. This included a professional culinary classroom with professional cooking equipment and cameras to project Chef Mosley's demonstrations.
  - FHS also now has a dedicated 3D printer classroom for the engineering program and a robotics room for the world class robotics program that now involves 70 kids. Jeff Farr, retired FHS Teacher, continues to volunteer coaching.
  - October 2019 begins the classroom refresh pilot along with K-5, 6-8 and 9-12 focus group conversations to ensure there is no bad seat in the house. In late November teacher and student surveying will begin to identify classroom refresh devices, present to the Board, get Board approval, purchase the equipment and install new classroom technology by Summer of 2020. A very aggressive timeline.
  - TUSD Innovation: Fiber - we are the only District in California with self-contained Fiber Optic rings. TUSD went live about 18 months ago.
  - CISCO ISE (Identities Services Engine) allows us to protect all devices and keep a safe environment, as much as possible, for everyone.
  - We're working to advance equity with providing LTE network for students at home within TUSD's signal range. Still in pilot phase. Three major companies said it couldn't be done. Continuing to advance equity with 1:1 device for all grade 5 on up, uniform classroom technology, inclusion strategies, newcomer programs, open Transfers, and GradeSlam (24/7 tutoring support) to name a few.
  - Legacy Magnet Academy (LMA) broke ground 6 months ago, April 2019. Great progress, weekly meetings.
  - Average Daily Use of Apple iPads 6548 (carts), 7400 (1:1); Microsoft 6712 (1:1)
  - 98% of all PC's are on Windows 10
  - Collaboration: Google Apps Usage 17.1 Million items in the Google domain.
  - Student Information Portal online enrollment at 99.9% participation.

**Adjourn:**

It was moved by Al Murray, seconded by Craig Weirens, and unanimously carried to adjourn the meeting at 7:04 p.m. (Vote: Guy Ball (absent), Emily Banks-Yes, Armen Karamardian (Absent), Erin LeMaster-Yes, Al Murray-Yes, Rand Scherff-Yes, Craig Weirens-Yes)