



## **Citizens' Bond Oversight Committee (CBOC) Meeting Minutes Alum Rock Union School District Office – MOT Conference Room**

**August 12, 2019 6:30p.m. –8:00p.m.**

### **Attendance:**

- Kolvira Chheng, Assistant Superintendent, Business Services
- Patricia Tovar, Executive Assistant, Business Services
- Members: Alison Cingolani, Minh Pham, Robert Duran, Gabrielle Jeanpierre, Flor De Leon\*

### **Absent:**

- Vacant (Senior Citizen Group and Business Representative)

### **Guest(s)/Public**

- None

Ms. Cingolani, CBOC Chairperson, called the meeting to order at 6:39 p.m.

### **INTRODUCTIONS**

Chair Cingolani welcomed the newest committee member, Gabrielle Jeanpierre. She will fill the role of Community-at-Large.

\*Member De Leon arrived at 6:40 p.m.

### **APPROVE AGENDA**

Mr. Pham moved to approve the agenda; Mr. Duran seconded the motion. The agenda was approved unanimously. 5-0. (absent-2 vacants)

### **PUBLIC COMMENT**

Chair Cingolani opened up the floor to public comments and no public comments.

### **INFORMATION/DISCUSSION/ACTION**

#### **APPROVAL OF MINUTES – July 15, 2019**

Chair Cingolani gave the committee a few minutes to review the minutes.

Mr. Duran motioned to approve the July 15, 2019 minutes; Ms. Jeanpierre seconded to approve the minutes. The minutes were approved unanimously. 5-0. (absent-2 vacants)

### **INFORMATION/DISCUSSION/ACTION**

#### **APPROVAL OF FINAL DRAFT-ANNUAL REPORT**

Chair Cingolani noted that the CBOC link on the Districts' website needs to be updated for the Performance and Financial Audit, and asked Mr. Chheng if any schools had won any state awards.



## **INFORMATION/DISCUSSION/ACTION**

### **PLAN PRESENTATION AT 9/12/19 BOARD MEETING**

Chair Cingolani asked the committee for a show of hands who will be in attendance at the September board meeting – Mr. Duran, Ms. Jeanpierre. Mr. Duran asked what time should he plan on arriving to the board meeting. Chair Cingolani asked if possibly a week prior to the board meeting, if we can find out what will be on the agenda to have a timeframe of Closed Session; the past two meetings, Closed Session has taken three hours +.

Mr. Duran asked if we know which slides will be presented. Chair Cingolani responded yes and this is the purpose of this time, figuring out the details of whom will present what slide(s) and information. Chair Cingolani asked both Mr. Duran and Ms. Jeanpierre which sections would each be willing to present, and then would take the remaining slides/sections.

Ms. Jeanpierre selected to cover *About Measure I*, but Chair Cingolani suggested *About Measure J*. Mr. Duran will open and Chair Cingolani reminded committee that only 2 can meet at a time to practice to avoid a conflict with the Brown Act. The *Citizens' Bond Oversight Committee Response* section will be covered by Chair Cingolani, and suggested the *Introducing the CBOC* section which would give a better understanding and overview of the committees' purpose: Why do we exist. Our role.

(Chair Cingolani stated that this was not on agenda, but something to think about in the future:  
How often should the committee meet.  
Arranging some committee training.)

During this time, Mr. Duran suggested to announce the committee vacancies and that applications are readily available. In addition, the committee can talk about the bond projects. Why were some started, some completed or why not completed. Chair Cingolani noted to Mr. Duran that the *FAQ's* section would be a helpful to include with *Introducing the CBOC* section. Mr. Chheng noted some edits: *Needs of ARUSD Facilities*, the number of schools are 25 not 24 (page 6); replace the name Mr. Rojas to Mr. Robles and correct Efrain Rojas to Efrain Robles (page 16). Chair Cingolani requested for the report to be available on the website once approved the next day, if possible. Mr. Pham asked if this would be the final draft once the committee edits are made. Chair Cingolani responded that yes this would be the final draft.

Chair Cingolani will reformat the report into google slides and send to both Ms. Jeanpierre and Mr. Duran for review. In addition will send an editable file to Mr. Chheng to be shared with Executive Cabinet.

Ms. Jeanpierre motioned to approve presentation at 9/12/19 Board Meeting; Mr. Duran seconded the motion. The motion passed unanimously. 5-0 (absent – 2 vacants).

## **INFORMATION/DISCUSSION/ACTION**

### **NOMINATION AND ELECTION-SECRETARY**

Chair Cingolani gave the definition of the CBOC Secretary's role and duties. The secretary maintains the member roster, (which would notify committee of vacancies), takes attendance, minutes (takes notes, publish/posted, draft and circulate minutes). For some time, Ms. Tovar has been taking minutes and Mr. Duran acknowledged that Ms. Tovar's minutes are very thorough and are appreciated. Mr. Duran nominated Ms. Jeanpierre for Secretary, but Ms. Jeanpierre declined nomination. Ms. Jeanpierre nominated Mr. Duran for Secretary and Mr. Duran accepted.

Mr. Pham motioned Mr. Duran's nomination for Secretary; Chair Cingolani seconded the motion. The motion passed unanimously. 5-0 (absent – 2 vacants).



## **INFORMATION/DISCUSSION/ACTION**

### **SCHEDULE SITE VISIT**

Chair Cingolani stated that Mr. Pham has requested to schedule a site visit to see the schools, visit the sites, see what is needed, projects pending, and to prioritize the needs. Mr. Duran asked if we were to choose sides regarding the conditions impacting Bond 2017/18 HVAC Systems and Multi-Purpose Rooms. Chair Cingolani responded that the HVAC System was unanimously a priority by the entire board and that with the new board, she feels, that it shouldn't change priorities; assuming that when the board issues bonds that the HVAC System will be a high priority. The multi-purpose rooms were controversial. The controversy is that the existing buildings have a lot of needs and those existing needs should be handled first before added new ones. Another concern addressed is not having a large gathering room to meet in, therefore, possibly renovating the MACSA building. Mr. Pham commented on the murals at MACSA that are in good condition, salvageable.

Chair Cingolani asked Mr. Chheng what would it take to arrange a site visit. Mr. Chheng responded that would need 1-2 month(s) lead time, looking at September/October. Committee tentatively scheduled Saturday, October 12, 2019 9am-12pm, and would meet at the District Office. This meeting would be publicly posted as a regular meeting. Interested sites are MACSA/Mathson, Arbuckle, Ryan, and Chavez. Ms. De Leon requested to invite some students that have interests in murals.

Mr. Pham motioned to accept the plans for the site visit; Ms. De Leon seconded the motion. The motion passed unanimously. 5-0 (absent – 2 vacants).

## **INFORMATION/DISCUSSION**

### **RECRUITMENT EFFORTS**

Chair Cingolani stated that she forward an application to a possible applicant, Ms. Ellen Turner, for the Senior Citizen's Group. Also had met a lady at the Charter School Committee Meeting and had emailed but has yet to receive a response; will try reaching out again. Chair Cingolani asked Mr. Chheng if the District has any leads or possible recruitment opportunities. Mr. Chheng responded that possibly through the Business Journal, he will follow up with purchasing. Mr. Duran owned the fact that he didn't follow up with the San Jose Mercury News regarding free advertising. He asked the committee what exactly would he be requesting from the Mercury as he will be reaching out this Wednesday to them. Chair Cingolani suggested to ask the Mercury we are searching to recruit a member of the business community for the Alum Rock Union ESD, and we are volunteer based to serve the community. Would they be willing to help us fill this position by allowing us to run a small ad. Chair Cingolani stated that Mr. Pham just volunteered your connections.

## **REQUEST FUTURE AGENDA ITEM(S)**

The next meeting will be on October 12, 2019.

## **ADJOURNMENT**

Chair Cingolani motioned to adjourn meeting at 8:06 p.m; Mr. Pham seconded the motion. The motion passed unanimously. 5-0 (absent – 2 vacants).