

January 30, 2012

PUBLIC SESSION – 5:00 p.m.

## AGENDA

*(A copy of the agenda is available online at [www.eusd.net](http://www.eusd.net) prior to the close of business on the Friday preceding the meeting. A printed copy may also be obtained at the District Office)*

### 1. CALL TO ORDER

2. **ROLL CALL:**
- |                           |                 |
|---------------------------|-----------------|
| Jeff Bassman, Chairperson | Lloyd O'Connell |
| Bill Berrier              | Brenda Smith    |
| Steve Gerken              | Rimga Viskanta  |
| Allan Juliussen           |                 |

**District Representatives:** Superintendent Tim Baird  
Assistant Superintendent of Business John Britt

### 3. OPENING FUNCTIONS

PLEDGE OF ALLEGIANCE

### 4. PUBLIC COMMENT – Non-Agenda Items

Members of the audience may address the Board of Trustees on items not on the agenda that are within the Board's subject matter jurisdiction. Speaking time is limited to three (3) minutes per speaker with a maximum of fifteen (15) minutes per topic. Persons wishing to address the Board should complete and submit, prior to the meeting, a blue Public Comment card available on the information table. (See agenda cover page for instructions.)

### 5. APPROVAL OF AGENDA

### 6. APPROVAL OF MINUTES OF SEPTEMBER 27, 2011.

### 7. REVIEW OF PROPOSITION P PROJECT EXPENDITURES AND PROPOSED SCHEDULE OF FUTURE PROPOSITION P PROJECTS

Superintendent Tim Baird will review with Committee members the Proposition P expenditures to date as outlined within the Bond Measure Project List and proposed schedule/expenditures for future projects.

### 8. REVIEW OF PROPOSITION P AUDIT

In accordance with Educational Code section 15272, the annual independent financial and performance audit was performed and an unqualified report was issued with no findings as of June 30, 2011. The Board of Trustees accepted and approved the Audit at its regularly scheduled meeting of November 15, 2011. John Britt, Assistant Superintendent of Business Services, will review the report with the Committee.

**9. DEVELOPMENT OF END OF YEAR REPORT TO BOARD OF TRUSTEES**

The Committee members will begin working on the development of the end of year report to the Board of Trustees.

**10. SCHEDULING OF FUTURE MEETING**

**11. ADJOURNMENT**

**ENCINITAS UNION SCHOOL DISTRICT  
CITIZENS OVERSIGHT COMMITTEE  
AGENDA ITEM: # 6**

**MEETING DATE: January 30, 2012**

**District Target:** LEGAL COMPLIANCE

- |   |
|---|
| <ul style="list-style-type: none"><li><input checked="" type="checkbox"/> Action</li><li><input type="checkbox"/> Consent Calendar</li><li><input type="checkbox"/> First Reading</li><li><input type="checkbox"/> Information</li><li><input type="checkbox"/> Presentation</li><li><input type="checkbox"/> Public Hearing</li><li><input type="checkbox"/> Roll Call Vote Required</li></ul> |
|---|

**Subject:** APPROVAL OF MINUTES

**Background:** The Citizens Oversight Committee must review and approve the minutes from scheduled meetings in order for the minutes to be considered official.

**Attachments:** Minutes from the meeting of September 27, 2011.

**Fiscal Impact:** None

**Recommendation:** Approve minutes of meeting of September 27, 2011.

**Prepared by:** Elizabeth A. Wallace, Executive Assistant

**Submitted by:** Timothy B. Baird, Ed.D., Superintendent

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**MOTION BY:**

**SECONDED BY:**

**ENCINITAS UNION SCHOOL DISTRICT**  
 101 South Rancho Sante Fe Road  
 Encinitas, California 92024  
**MEETING OF PROPOSITION P CITIZENS OVERSIGHT COMMITTEE**  
 September 27, 2011

<p>The meeting was Called to Order at 5:04 p.m.</p>	
<p>Members Present: Jeff Bassman, Chairperson, Bill Berrier, Steve Gerken, Rimga Viskanta          Members Absent: Allan Juliussen, Lloyd O'Connell, Brenda Annibali-Smith</p>	<p>CALL TO ORDER</p>
<p>The flag salute was led by Superintendent Tim Baird.</p>	<p>FLAG SALUTE</p>
<p>The meeting began with introductions of members and attendee Bob Nicholson, Real Property Consultant for the Encinitas Union School District.</p>	
<p>Dr. Baird reviewed the Bylaws and Guidelines to be followed. The main responsibilities of the Committee were highlighted as follows: 1) Expenditures to be reviewed without bias; 2) Meetings only as scheduled; 3) Annual Report to be prepared for Board; 4) Minutes to be published.</p>	<p>REVIEW OF BYLAWS</p>
<p>Dr. Baird reviewed the Brown Act and the open meeting requirements: 1) Each meeting to have public comments on agenda; 2) All business done in open session; 3) No discussions outside of meeting; 4) Notice of meeting to be published.</p>	<p>REVIEW OF BROWN ACT</p>
<p>Committee members received a copy of Bond Resolution, Committee Bylaws and Ballot Language. The ballot included the project list.</p>	
<p>Dr. Baird shared that the first of 3 bond sales was complete with the first being \$13 million, 2<sup>nd</sup> to be in 2014 and third in 2019. He further shared that the District was in receipt of the preliminary audit report which was positive and when finalized would be shared with Committee and made public.</p>	<p>STATUS OF BOND SALES</p>
<p>An overview of expenditures and expense commitments to date totaling \$5,000,000,000 was distributed and reviewed by Assistant Superintendent John Britt and Dr. Baird.</p>	
<p>Several questions of expenses by Committee members were addressed by Dr. Baird i.e. 1) Buyout of technology financing expense prior to passage of Bond was authorized and included within ballot language; 2) Expense for analysis/study of solar needs was allowable expense; 3) All expenditures receive board approval; 4) No District salary expense can be covered by bond dollars with exception of salaries specific to bond process.</p>	
<p>It was agreed that the Committee would meet three times a year and the dates for January and June would be set by District: September for review of year-end report; January for review of audit and development of annual report in June.</p>	<p>AGENDA SETTING</p>
<p>The Committee will be provided with sample reports from District for review.</p>	<p>ADJOURNMENT</p>
<p>The meeting adjourned at 6:40 p.m.</p>	

Jeff Bassman, Chairperson

Timothy. B. Baird, Ed.D., Superintendent