



## **Citizens' Bond Oversight Committee (CBOC) Meeting Minutes Alum Rock Union Elementary School District**

### **VIA ZOOM VIDEO CONFERENCING / CONFERENCE PHONE**

**January 25, 2021 6:30p.m. –8:00p.m.**

#### **Attendance:**

- Kolvira Chheng, Assistant Superintendent, Business Services
  - Patricia Tovar, Executive Assistant, Business Services
  - Members: Alison Cingolani, Tim Espinoza, Robert Duran, Gabrielle Jeanpierre\*, Flor De Leon, Ellen Turner
- \*Member Jeanpierre joined via phone

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

- none

Ms. Cingolani, CBOC Chairperson, called the meeting to order at 6:35 p.m.

#### **WELCOME / APPROVE AGENDA**

Chair Cingolani asked the members if there were any revisions or changes to be made onto the agenda and none were made.

Chair Cingolani moved to approve the agenda. The agenda was approved unanimously. 6-1. (vacant)

#### **PUBLIC COMMENT**

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

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

##### **APPROVAL OF MINUTES – MAY 18, 2020; JUNE 8, 2020**

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

Chair Cingolani motioned to approve both minutes listed; Member Duran seconded the motion. The motion passed unanimously. 6-1 (vacant).

#### **INFORMATION/DISCUSSION**

##### **TRAINING MATERIALS SENT TO CBOC MEMBERS**

Chair Cingolani presented the Brown Act information. The Brown Act is designed for any government agency is visible and transparent to the public which was created by the California Legislature in 1953. The act covers members of every type of local government body, elected or appointed, decision-making advisory, and only for meetings among a majority of the members of government bodies when the subject relates to local agency business. There are very specific requirements that need to be done: posting the agenda at least 3 days (72 hours) in advance for regular meetings), or at least 1 day (24 hours) in advance for a special meeting; allowing any individual to attend, including members of the media; limit the discussion and action to items on the



## **INFORMATION/DISCUSSION**

### **TRAINING MATERIALS SENT TO CBOC MEMBERS (continued)**

agenda; providing the opportunity on the agenda for public to comment; and make meeting materials available to the public. The following are what members cannot do: conduct serial meetings; private meetings, including a majority of members discussing business by email (reason why we cannot reply all to email); and discuss business at informal or unrelated gatherings.

Chair Cingolani opened the floor to the Committee for questions.

Committee Comments:

Member Espinoza, Member Duran

Chair Cingolani stated that the Bylaws need updates as they are outdated and should be in compliance.

## **INFORMATION/DISCUSSION/ACTION**

### **CBOC WEBPAGE UPDATES NEEDED**

Chair Cingolani asked Member Espinoza and Member Duran to share their discovery of the websites update needs. Member Duran stated that overall some lines are still good to keep and asked how far back do we need to go to update the files. Member Espinoza looked at other district's websites for ideas and styles; suggested to have interactive pages and update the look, but overall it's not all bad. More suggestions are to add a biography for each committee member, archival data with a cascade style, more aesthetic and updated look, and have more photos.

Chair Cingolani asked the committee members to submit their bios to both Member Robert Duran and Member Tim Espinoza so they can compile and make sure its complete. Chair Cingolani requested if the documents could be translated. Mr. Kolvira Chheng, Assistant Superintendent of Business Services, responded that the translating services will be available for documents provided with advance notice. Chair Cingolani will send the new members' list and photos to Ms. Maribel Carrillo, Senior Executive Assistant from the Superintendent's Office, to be updated on the webpage. Also noted to Members Duran and Espinoza to forward any missing agenda dates to Ms. Maribel Carrillo for updating.

Chair Cingolani motioned to close agenda item as presented; Member Jeanpierre seconded the motion. The motion passed unanimously. 6-1 (vacant).

## **INFORMATION/DISCUSSION/ACTION**

### **SCHOOL SITE VISIT**

Chair Cingolani thanked Mr. Kolvira Chheng, Assistant Superintendent of Business Services, for being there and the members attended were Chair Cingolani, Member, Espinoza, DeLeon, Turner. Chair Cingolani stated the Committee will need to decide how the information will be shared to the public.

The school sites visited were Fischer Middle, McCollam Elementary, Ryan Elementary,

### **Fischer Middle Highlights/Concerns**

Completed Bond Projects-Painting in 2015, Restrooms 2016;

Offices and Cafeteria-Central A/C;

Many Classrooms-Individual Boilers that are Portable;

Community has Access to the Track

EMS System (last site, possibly a deferred maint. or bond project depending on size and sources to fund)

Airedale Unit

Committee Comments:

Member DeLeon, Member Espinoza



## **INFORMATION/DISCUSSION/ACTION SCHOOL SITE VISIT (continued)**

Chair Cingolani asked if the District has worked with Our City Forest. Mr. Chheng responded no but the District has worked with Parks and Recreation and other City Partnerships.

Committee Comments:

Member Duran

### **Ryan Elementary Highlights/Concerns**

Permanent HVAC (Williams Furnace);  
Re-roof (high ceilings and lots of leaks);  
Not open to the Community;  
Restrooms – pretty good shape

Committee Comments:

Member DeLeon; Member Espinoza, Member Duran

Chair Cingolani asked who would the partnership committee consist of, District staff. Mr. Chheng responded that this particular city partnership committee would consist of a 5-7 members between District and City Staff and the focus of better protocols and how to improve partnerships.

### **George Elementary Highlights/Concerns**

Open Campus;  
Asphalt-too much;  
A/C-Airedale and Central Units;  
Fault Line Finding (earthquake);  
Leaks-seen inside that did not correspond to the patches;  
Settling-Walls and Pavements were uneven and unsettling;  
Locker Rooms and Showers-Showers were walled off to create storage and no showers in use;  
Water Fountains-old and bad condition

Committee Comments:

Member DeLeon, Chair Cingolani, Member Duran, Member Espinoza

### **McCollam Elementary Highlights/Concerns**

Restrooms;  
Exterior Paint-good;  
Boiler not working;  
Window Units-need replacing;  
Water Fountain-nice  
Teacher Lounge-nice  
Cafeteria and Theater- huge and spacious, but closed to public;

Committee Comments:

Member DeLeon

Chair Cingolani asked Committee what would be the best way to get this information out to the community/public. Member Espinoza suggested at a board meeting. Member DeLeon suggested a video recording as the board meeting could be too long and not as effective. The zoom video recordings are currently now owned by the District prior to zoom they were owned by CreaTV. Chair Cingolani asked Mr. Chheng to reach out to Superintendent Bauer to discuss how and when committees' presentation can be done.

Member Duran motioned to table presentation for next meetings' agenda; Member DeLeon seconded the motion. The motion passed unanimously. 6-1 (vacant).



## **DISCUSSION/ACTION**

### **NOMINATION AND VOTE TO FILL VACANT ROLE: VICE CHAIR**

Chair Cingolani asked Committee who's interested in filling the Vice Chair role; Member Espinoza showed interest and no other members.

Member Duran motioned to nominate Member Tim Espinoza for Vice Chair; Member Gabrielle Jeanpierre seconded the motion. The motion passed unanimously. 6-1 (vacant).

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

Committee requested the following agenda items:

- Website Updates
- Short Bio / Photo Headshot (presentation)
- Recording on Website
- Bylaws

### **ADJOURNMENT**

Chair Cingolani motioned to adjourn meeting at 8:03 p.m; Member Turner seconded the motion. The motion passed unanimously. 6-1 (vacant).