

LAS VIRGENES UNIFIED SCHOOL DISTRICT

ANNUAL REPORT OF THE MEASURE G
CITIZENS' BOND OVERSIGHT COMMITTEE

TO THE BOARD OF TRUSTEES

FOR THE YEAR ENDED DECEMBER 31, 2007

**MEASURE G CITIZENS' BOND OVERSIGHT COMMITTEE REPORT
FOR THE YEAR ENDED DECEMBER 31, 2007**

Board of Trustees (*the "Board"*)
Las Virgenes Unified School District (*the "District"*)
Calabasas, California

Dear Members of the Board:

The Measure G Citizens' Bond Oversight Committee (*the "Measure G Committee" or the "Committee"*) respectfully submits its first annual report to the Board, for the year ended December 31, 2007:

- I. **The Establishment and Operation of the Committee:** The Measure G Committee was established by the Board, on or about October 24, 2006, by the adoption and approval of Resolution No. 06-06, which resolution also adopted an Ethics Policy Statement and Bylaws for the Committee. To the knowledge of the Committee all of its members were duly selected and appointed by the Board and have duly served on the Committee, as required by its Bylaws.
- II. **Purposes of Committee and Limitations of Report:** As stated in its Bylaws, the Measure G Committee was established by the Board to satisfy the accountability requirements of Prop 39 with regard to the Measure G Bonds, approved at the election conducted June 6, 2006 (*the "Measure G"*), of up to \$128,000,000 (*the "Bond Proceeds"*). As stated in its Bylaws, the Measure G Committee *does not have independent legal capacity* from the District; *may only receive* copies of reports and documents which have been previously presented to the Board and which are *public records*; and *only has duties and can only engage in activities that are confined specifically to the Bond Proceeds generated under Measure G*, (and as otherwise provided for in its Bylaws), *and this report is so limited*.
- III. **Summary of Measure G Committee's Proceedings and Activities For the Preceding Year:**
 - A. **All Required Meetings Held:** The Committee hereby reports that it has met all of the requirements contained in its Bylaws to hold regular public meetings and that all of its business and member votes (including, but not limited to, with regard to the approval and adoption of this report), were taken with the required quorum of a majority of the Committee members. The following open public meetings were held on the following dates, within the boundaries of the District and, on information and belief, were duly noticed by the District and in accordance with the *Ralph M. Brown Act*, Government Code Section 54590 *et seq*:

January 22, 2007	Public first organizational meeting
February 6, 2007	Public Meeting and Tour Lindero
May 2, 2007	Public Meeting and Tour Y. Buena
July 17, 2007	Public Meeting
November 28, 2007	Public Meeting

B. **Summary of Authorized Activities of the Committee:** Attached hereto as Exhibit "1" and incorporated herein by this reference are true and correct copies of the minutes of the meetings of the Committee (*the "Minutes"*). The Minutes provide some of the details of the actions and activities of the Committee during the past year. With regard to any reference to any reports and documents received and reviewed by the Committee, the District has indicated that all such documents were provided by the District, with an indication that they had been presented to the Board and were a public record. In accordance with the Committee's Bylaws, the following is a summary of these activities, all of which were conducted at the Committee's public meetings:

1. Receiving, reviewing, discussing and making inquiries with regard to that certain "Agreed Upon Procedures" audit of Bond Proceeds expenditures presented to the Board and provided by the District entitled "Las Virgenes Unified School District, General Obligation Bonds, Measure G, Financial And Performance Audits, dated as of June 30, 2007, prepared for the Board by Vavrinek, Trine, Day & Co., LLP, Certified Public Accountants, (*the "Audit Accountant"*) constituting the District's annual independent performance audit and annual independent financial audit, required by Article XIII A of the California Constitution (*the "2007 Audit Report"*).
2. Meeting, (both independently and with District staff present), with the Audit Accountant regarding the 2007 Audit Report, at which time it was presented and explained to the Committee and the Committee asked questions regarding the same.
3. On an ongoing basis, from time to time, receiving, reviewing, discussing and making inquiries with regard to various reports, documents and other public records relating to the expenditure of Bond Proceeds, including, but not limited to,

various line item expenditure reports through November 27, 2007;

4. Inspecting school facilities and grounds for which Bond Proceeds have been or will be expended, including, but not limited to, the Lindero Canyon Middle School and the Yerba Buena Elementary School;
5. Reviewing copies of deferred maintenance proposals or plans proposed by the District;
6. Reviewing efforts by the District to maximize Bond Proceeds by implementing various cost-saving measures;
7. Reviewing Bylaws and responsibilities of the Committee;
8. Reviewing project lists and details; priorities lists; campus and proposed plans; interim financial and Bond Proceeds expenditure reports; and County data reports on expenditures;
9. Receiving briefings from the District, at public meetings, on current Measure G projects, and plans and expenditures, including the Community Learning Center, as well as demographic information impacting priorities of expenditures of Bond Proceeds; and
10. Receiving confirmation and assurances from the District, at public meetings, that the District had satisfactorily addressed certain issues raised by the Committee with regard to various relatively immaterial expenditures of Bond Proceeds.

IV. **Report on Duties of Committee:** Under its Bylaws, in addition to reporting on the activities it engaged in during the year, the Measure G Committee has the duty to report, and does hereby report, to the Board, on the following:

- A. **Informing the Public:** By holding its public meetings; preparing and providing this report; and by engaging in the Activities described above, the Measure G Committee hereby reports that it has discharged its duty to inform the public concerning the District's expenditure of Bond Proceeds, in accordance with Section 3.1 of its Bylaws.

B. Committee's Report on its Review of Expenditures: By holding its public meetings; preparing and providing this report; and by engaging in the Activities described above, (and in reliance on the 2007 Audit Report; the other expenditure documents, reports, information and confirmations provided by the District):

The Measure G Committee hereby reports that, to the best of its knowledge, information and belief, through June 30, 2007:

- (1) The Bond Proceeds were expended only for the purposes set forth in the Measure G;
- (2) No Bond Proceeds were used for any teacher or administrative salaries or other operating expenses; and
- (3) The District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution.

C. Report Conditional: The foregoing report on the Committee's Review of Expenditures, (as set forth in subsections IV. B. (1); (2); and (3), above), is conditioned upon the Board's taking a public action, to modify the Project List under Measure G, clarifying that the Bond Proceeds shown in the 2007 Audit Report as having been expended for the Community Learning Center have been designated as having been expended for Elementary School No. 9 under Measure G and/or as having been expended for the rehabilitation of relocatable facilities at the A.E. Wright Middle School.

Respectfully submitted,

MEASURE G CITIZEN'S OVERSIGHT COMMITTEE

By: 

Jeffrey Lee Costell, Chairperson
At Calabasas, California
January 9, 2008