SIMI VALLEY UNIFIED SCHOOL DISTRICT
MEASURE X
CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)
MINUTES OF FIRST MEETING HELD ON
MARCH 13, 2017

Time: 6:30 pm

Location: Education Services Center – Floyd Binns Conference Room
875 E. Cochran Street
Simi Valley, CA 93065

1. **CALL TO ORDER:** The meeting was called to order at 6:33 PM by Tony Joseph.

In Attendance: Members: Jenniffer Jones, Kathleen Hinkle, Bethany Lowry, Alisa Hensel, Kareem Jubran, Richard Grossman, Kimberly Knight, Shawn Herrera, Diane Bentz, Patrick McCarty

Alternates: Steven Randall, Charles Munroe

District staff: Ron Todo, Tony Joseph, Jeff Kipp, Jake Finch

Absent: Barry Fisher, Pradeep Ranade

Guests: None

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2. **PLEDGE OF ALLEGIANCE:** Led by Richard Grossman

3. **INTRODUCTION OF CBOC MEMBERS, ALTERNATES, DISTRICT & GUESTS:**

The attendees each stated their name.

4. **PUBLIC COMMENTS:** None

5. **ACTION ITEMS:**

5.1 Election of Officers:

Elections of officers to preside over the ICOC were held at this meeting. Each officer shall serve a term of 1-year and may be re-elected by vote of a majority of the members of the Committee according to Section 9 of the By-Laws. The committee discussed whether a secretary and publicity chair should be added to the positions of Chair and Vice Chair. In order to perform the duties of the committee as set forth in the By-Laws, the committee determined that it would be beneficial to also have the positions of Secretary and Publicity Chair.

Open nominations were made and ballots were cast as follows:

Election of Chair: Richard Grossman and Kareem Jubran both indicated they would like to run for Chair. No other committee member indicated they would like to run for Chair. Mr. Joseph suggested the two candidates for Chair each be given a few minutes to address the CBOC regarding their qualifications. Mr. Grossman and Mr. Jubran each explained their qualifications and interest in the position of Chair, after which votes were cast and counted by Jake Finch and Tony Joseph. Richard Grossman was elected as Chair.

Election of Vice Chair: Kareem Jubran and Jenniffer Jones both indicated they would like to run for Vice-Chair. No other committee member indicated they would like to run for Vice-Chair. Mr. Jubran and Ms. Jones each explained their qualifications and interest in the position of Vice-Chair, after which votes were cast and counted by Jake Finch and Tony Joseph. Kareem Jubran was elected as Vice-Chair.

Election of Secretary: Kathleen Hinkle expressed an interest in the position of Secretary. No other committee member indicated they would like to run for Secretary. Kathleen Hinkle was elected as Secretary through unanimous verbal vote of the committee.

Election of Publicity Chair: Jenniffer Jones expressed in interest in the position of Publicity Chair. No other committee member indicated they would like to run for Publicity Chair. Jenniffer Jones was elected as Publicity Chair through unanimous verbal vote of the committee.

6. INFORMATION ITEMS:

6.1 Procedures & Protocol: Ron Todo reviewed the procedures, protocol, and mission of the Citizens' Bond Oversight Committee (CBOC) with the committee. A discussion was held regarding the importance of CBOC members refraining from communications about Measure X outside of CBOC meetings. A recent Supreme Court decision makes E-mails and other communications subject to disclosure as public information. All CBOC meetings are subject to the Brown Act.

6.2 Measure X Ballot Text: Mr. Joseph handed out copies of the Measure X ballot measure that the voters approved in the November, 2016 election. Mr. Joseph suggested committee members read the text of the ballot measure at their leisure.

6.3 By-Laws: Mr. Joseph handed out copies of the By-Laws for Measure X, which were adopted by the Board of Education on February 21, 2017 by Resolution No. 35-16/17. Copy of the board item and resolution were attached to the handout.

6.4 CBOC Responsibilities: As described in By-Laws Section 3, Duties, the CBOC shall
- a) Inform the Public
- b) Review Expenditures
- c) Produce an Annual Report

6.5 Measure X Board Approvals to Date: Mr. Joseph passed out copies of the Board of Education authorizations to date involving Measure X. The authorizations were also E-mailed to the CBOC members.

6.6 Master Planning. The District is currently initiating Master Planning for several of the school sites, which is one of the topics of discussion with the Board of Education for Measure X. Bond Workshops have been held by the Board of Education, and a Bond Workshop is being held on March 14 at City Hall which CBOC members may wish to attend. Mr. Joseph has been E-mailing the CBOC information as to when and where Bond Workshops are being held.

6.7 State School Construction & Modernization Process: Mr. Joseph handed out color charts depicting the California Public School Construction Process. Mr. Joseph noted that the steps shown on the chart are some, but not all, of the required steps to implement projects at schools.

6.8 Bond Sales: Mr. Todo indicated that sales of bonds for Measure X would commence in June or August. The District is currently spending the remaining C4 Bond funds on projects that will take place this summer. The CBOC requested an update on Measure X bond sales be provided at the next CBOC meeting.

6.9 Roster of CBOC members. Mr. Joseph handed out a roster identifying the CBOC members and the various categories required per By-Laws Section 5.

6.10 Other Items: The CBOC requested agendas for meetings be distributed to all of the District's school sites and parents. The committee requested they be referred to as "CBOC".

7. DISCUSSION ITEMS:

7.1 Facebook: Richard Grossman cautioned the CBOC against communicating with each other on Facebook. The CBOC asked the District to use Facebook as an information source on behalf of the CBOC. The CBOC would like to see Facebook utilized for relaying information from the District to the public for the committee. Jake Finch from SVUSD and Kathleen Hinkle, Alisa Hensel, and Kimberly Knight from the CBOC would be administrators.

7.2 Measure X Web Page: Jake Finch is developing a web page for Measure X. Ms. Finch indicated the Measure X web page can be accessed from the SVUSD website. The web page will be structured to disseminate information pertaining to Measure X, and information the District is providing to the CBOC.

8. NEXT MEETING:

a. Date: August 14, 2017
Time: 6:30 pm

Location: Educational Service Center – Floyd Binns Conference Room
875 E. Cochran Street
Simi Valley, CA 93065

9. OTHER BUSINESS: None

10. ADJOURNMENT: On MSCU Jones/ Jubran the meeting was adjourned at 8:30 PM.