



Meeting of the Citizens' Bond Oversight Committee

December 16, 2024 5:00 p.m.
Virtual Meeting

MEMBERS

Michael Bishop, Chair
Senior Citizens' Organization
3rd term expires 9/2025

Oswaldo Avila, Community-At-Large
1st term expires 11/2025

Steve Davis, Business Representative
1st term expires 10/2025

Raul Nario, Parent / PTO
2nd term expires 6/2025

Richard Turrentine,
Community-At-Large
1st term expires 09/2026

Vacant, Parent/PTO
Accepting applications

Vacant, Taxpayers' Association
Accepting applications

EXECUTIVE STAFF

David Miranda, Executive Director, Facilities
Development & Planning Branch

Maria Ruiz, Admin Secretary

Sara Slater, Assistant Director, Fiscal
Services

Vacant, Assistant Director, Purchasing &
Contracts

Shantel McCullough, Assistant Director,
Public Information

Dana Grudem, Senior Program Manager

Ferdows Fazeli, Senior Program Manager

Tracy Nishihira, Admin Coordinator,
Planning

Dan Barr, Admin Coordinator, Construction

Douglas Jordan, Measure E Principal
Liaison

MEETING MINUTES

Call to Order

The regular meeting of the Long Beach Unified School District's Citizens' Oversight Committee was called to order at 5:02 p.m. by Michael Bishop, Chair.

CITIZENS OVERSIGHT COMMITTEE MEMBERS PRESENT

Michael Bishop
Richard Turrentine
Raul Nario
Steve Davis

CITIZENS OVERSIGHT COMMITTEE MEMBERS ABSENT

Oswaldo Avila

STAFF PRESENT

Sara Slater
Alan Reising
Dana Grudem
David Miranda
Tracy Nishihira
Shantel McCullough

Approval Minutes

It was moved by Raul Nario and seconded by Steve Davis to approve the minutes of the September 25, 2024, meeting.

Ayes:3
Noes:0
Abstained:1
Absent:Oswaldo Avila

Motion carried with one abstention from Mr. Turrentine due to absence in the previous meeting.

Public Comment

No public comments were made during this meeting.

Communications and Announcements

1. New Committee Member Introduction

- **Dana Grudem** introduced **Rick Turrentine** as the newest member of the Citizens Oversight Committee (COC). He brings extensive financial expertise and experience from the Magnolia School District and will serve as a community member at large.
 - Rick is a Long Beach resident, a Poly High School graduate, and has served in leadership roles such as Chief Financial Officer and Chair of the Long Beach Unified Facilities Asset Management Committee.
 - **Welcome Rick!**

2. Committee Vacancies

- The committee is currently seeking new members, especially to fill the vacant positions for the Parent Organization and Taxpayer Association seats. Visit <https://www.lbschoolbonds.net/citizens-oversight-committeeabout-coc/about-coc> for more information/to apply.
- Announcement of Pamela Williams resignation to the committee. She has taken a position with LBUSD, which means she no longer qualifies as a member.
 - **Congratulations Pamela!**

3. Retirement + Promotion Announcement

- **Dana Grudem** announced **Alan Reising's** retirement after 38 years in public education, with the last 8.5 years served at Long Beach Unified School District. He will be retiring at the end of the month, and **David Miranda** will be promoted into his role as **Assistant Superintendent of Facilities and Operations**, effective December 30th.
 - **Congratulations Alan! and Congratulations David on your new role!**

4. Upcoming Event

- A closed-ceremony groundbreaking for the Washington Transformation project is scheduled for January. The COC members are invited to attend.
-

Staff Reports

1. Audit Report Presentation

- **Taylor Ulrich** from CLA provided an overview of the 2023-2024 financial audit, as required by Prop 39.
- **Key Highlights**
 - The financial audit was given an unmodified opinion, meaning the financial statements are fairly stated in accordance with generally accepted accounting principles (GAAP).
 - No material weaknesses or non-compliance were found during the audit.
 - A performance audit was also completed to ensure expenditures align with voter-approved projects.
 - The auditor also examined employee salaries charged to the bond project, ensuring they were appropriate and within state guidelines. No issues were found in this area.
 - The audit review **didn't identify any findings that would modify the audit opinion**. All expenditures were in line with the bond measures and state regulations.

*****Questions & Feedback from Committee Members*****

- A question was raised regarding the difference between the financial audit and performance audit:
 - **Financial Audit:** Focuses on verifying that the financial statements accurately reflect the district's finances.
 - **Performance Audit:** Ensures that the expenditures align with the bond measure's intent and are used properly for approved projects.
- A question was raised regarding what would prompt a *Modified Opinion*
- The auditor explained that the opinion would be modified if:
 - Expenditures were unrelated to the bond measure, or
 - Expenditures did not align with the specific projects approved by voters.
- The committee expressed appreciation for the thoroughness of the audit process, with high sample coverage to ensure accuracy. The audit sample size was noted as very comprehensive:
 - For **Measure K**, 57 transactions (totaling **\$153.6 million**) were reviewed, covering **76%** of all non-employee expenditures for the year.
 - For **Measure Q**, 53 transactions (totaling **\$103 million**) were reviewed, covering **75%** of the expenditures.
 - Another measure had **46 transactions** totaling **\$43 million**, covering **42%** of the expenditures.
- Taylor mentioned that the audit process wrapped up a couple of weeks ago, with fieldwork beginning in spring (April/May) and concluding in September.
- The members congratulated the district on achieving its **11th consecutive year with a clean audit.**

The financial health of the district is strong, with **\$545 million committed for future projects as of June 30, 2024.**

New Business

1. Annual Community Report Overview

- **Shantel McCullough** shared the draft and new format, highlighting several key sections, including:
 - **Table of Contents** for easy navigation.
 - **Committee Overview** with details on the purpose, membership, and activities of the COC.
 - **Project Updates**, summarizing completed, ongoing and upcoming work.
 - **Financials**, breaking down expenditures, progress, and completion status, using the district's new branding and color schemes.
 - **Pictures of ongoing & completed projects**, such as the HVAC updates at Long Beach schools, and notable highlights like the Hamilton High Gymnasium and Wilson Aquatic Center.
- *****Feedback & Adjustments*****
 - Positive feedback was given on the new format, with appreciation for the clean layout of text and images.
 - There was one area flagged for updates, such as clarifying the language about completed projects (e.g., HVAC work) to avoid confusion and using percentages to better show the progress regarding district wide HVAC installation.
- **Next Steps:**
 - The committee will review the report again in January, make final adjustments, and vote to approve it.
 - After approval, it will be presented to the School Board in February.

Old Business

None.

Meeting Adjournment

The meeting was adjourned at 5:41 p.m.. Motion to adjourn the meeting by Michael Bishop and seconded by Steve Davis.

Next Meeting

The next COC meeting will be scheduled for January /February 2025 to finalize the annual community report. Members will be notified via email once the meeting date is confirmed. The committee will continue to alternate between virtual and in-person formats for 2025.

Importance of the Audit in the Context of the District's Financial Transparency

Clean Audit Impact: The district's clean audit is significant because it not only validates the financial management and controls in place but also provides stakeholders, including the community, with confidence in how funds are managed. It is especially important for public entities like schools that deal with taxpayer dollars.

Audit as a Tool for Accountability: The district staff's effort and the auditor's scrutiny ensure that funds are being used effectively, and that financial reporting is in line with best practices. It underscores the district's commitment to transparency and accountability.

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY: Any individual with a disability who requires reasonable accommodation to participate in a COC meeting may request assistance by contacting the office of the Facilities Development & Planning Branch, 2425 Webster Avenue, Long Beach, California 90810; Phone: (562) 997-7550

PUBLIC COMMENT DURING VIRTUAL MEETINGS: Members of the public who would like to comment on items on or off the Agenda can submit their statement via email to lbschoolbonds@lbschools.net by December 16 @ 2:00 p.m. and it will be read aloud and become part of the meeting record.