

Measure "J" Bond Program
Citizens' Bond Oversight Committee
JUNE 30, 2011 ANNUAL REPORT



Submitted to the
South San Francisco Unified School District Board of Trustees
July 26, 2012

Citizens' Bond Oversight Committee

Dana Abarca
Member

John Sanna
Vice Chairperson

Lana Anderson
Member

Patricia Turpo Ames
Member

Rich Blank
Clerk

Martin Romero
Member

Veronica Mendoza
Member

America Guiterrez
Member

Rick Ochsenhirt
Chairperson

Richard Holt
Member

Statement of Compliance

This Annual Report is submitted to the Board of Trustees by South San Francisco Unified School District Measure "J" Citizens' Bond Oversight Committee.

The Committee advises that, to the best of its knowledge, the South San Francisco Unified School District is in compliance with the requirements of Article XIII A, Section 1(b) (3) of the California Constitution. Furthermore, the Committee has reviewed expenditure reports produced by the District to ensure that (a) bond proceeds have been expended only for the purposes set forth in the ballot measure; (b) and not for any other purposes, including teacher and administrative salaries and other school operating expenses; (c) and that bond proceeds have been maximized. A summary of the Committee's proceedings and activities for the year ended June 30, 2011 is provided below.

Respectfully Submitted: Rick Ochsenhirt

Rick Ochsenhirt , Chair

Measure "J" Citizens' Bond Oversight Committee

Date: 7/19/12

Summary of the Committee's Proceedings and Activities for 2011

The South San Francisco Unified School District was successful at the election conducted on November 2, 2010, in obtaining authorization from the District's voters to issue up to \$162,000 million aggregate principal amount of the District's general obligation bonds, pursuant to a greater than 55% vote. The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 et seq. of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District established the Citizens' Bond Oversight Committee (the "Committee") and By-laws at a regular meeting of the Board of Education held on January 27, 2011 in order to satisfy the accountability requirements of Prop 39.

To satisfy Prop 39 requirements, the Committee has met and reviewed expenditure reports, been updated on the Bond Program's progress (planning, design, and construction) and visited project sites to verify work progress.

Meetings of the Proposition 39 Citizens' Bond Oversight Committee

The Committee conducts its meetings in accordance with provisions of the Ralph M. Brown Public Meetings Act, contained in Section 54950 et seq. of the Government Code. Meeting notices and agendas are sent to members of the Committee, local newspapers, and posted on the front window of the District Office, front window of the pupil personnel building and on the SSFUSD website for the required period of time. Meeting notices, agendas, minutes and all documents and reports received by the committee members are a matter of public record and are available at the South San Francisco Unified School District Office. Also, information is available on the Measure J Bond website located at http://ssfusd.bond.swinerton.com/job/ssfusd/bond_oversight_committee

April 28, 2011 (Orientation Meeting) – District Office Board Room

- Introductions
- Roll Call to Establish Quorum
- Discussion of Orientation Materials
- Discussion/Action Regarding Selection of Officers
- Adoption of Bylaws
- Discussion/Action Regarding Future Meeting Procedures

Documents Received During Meeting:

- Orientation Materials

May 17, 2011 (Regular Meeting #1)- District Office, Business Services Conference Room

- Call to Order
- Introductions
- Statements by Candidates
- Discussion Among CBOC Members
- Blind Voting / Voting Results
- Update of Financial Disclosure Form 700
- Discussion of Proposed Meeting Schedule
- Discussion of Recommended Meeting Procedures

Documents Received During Meeting:

- Copies of SOQ Documents
- Ballots
- CD of Facilities Master Plan

June 14, 2011 (Regular Meeting #2)- District Office Board Room

- Call to Order
- Message from Chairperson
- Update on Financial Disclosure Form 700
- Update on Bond Projects
- Bond Structure and Process Presentation
- Discussion of Next CBOC Meeting Date

Documents Received During Meeting:

- Presentation from Chevron
- Presentation from Swinerton Management Company, Program Manager for Measure J