



Meeting Minutes

Measure J Citizens' Oversight Committee **South San Francisco Unified School District**

Meeting Type: Meeting of the Citizens' Oversight Committee (Meeting No. 13)

Meeting Date: Tuesday, January 8, 2013, 5:30 pm

Location: South San Francisco Unified School District Office Board Room
398 B Street
South San Francisco, CA 94080

Notice:

1. Preliminary

1.1 CALL TO ORDER – 5:45 pm

1.2 ROLL CALL

1.2.1 PRESENT: Dana Abarca
Rich Blank (Clerk)
David Gallagher (arrived at 5:48pm after roll call)
America Gutierrez
Richard Holt
Rick Ochsenhirt (Chair)
John Sanna (Vice Chair)

1.2.2 ABSENT: Lana Anderson
Julia Lopez
Veronica Mendoza
Martin Romero
Patricia Turpo Ames

1.2.3 OTHER: Patricia Ernsberger, SSFUSD (PE)
Larry Scott, SSFUSD (LS)
Bob Collins, Swinerton (BC)
Amy Bueno, SSFUSD (AB)
Alejandro Hogan, SSFUSD (AH)
Judy Bush, Board Member
Jackie Cabanas

1.2.4 AB performed a roll call. Six (6) of eleven (11) members were present which resulted in a quorum.

2. Approval of Agenda – Approved by Rick Ochsenhirt

3. Approval of Meeting Minutes No. 12 – Approved by Rick Ochsenhirt

Before getting started, Rick Ochsenhirt welcomed Superintendent Hogan and Board of Trustees Member Judy Bush to the CBOC Meeting.

4. Board Action Update

- 4.1 PE informed the CBOC committee that the Board of Trustees did accept Lana Anderson's resignation and eliminated her position. John Sanna will also stand in as the PTA representative. The Board also renewed the CBOC members terms for another two years ending January 27, 2015.

5. Measure J Update

- 5.1 LS mentioned the ground breaking ceremony for playgrounds at Los Cerritos, which was 100% complete. Martin Elementary was almost finished and Sunshine Gardens has two play structures being worked on.
- 5.2 LS mentioned that the Board had approved the lease leaseback for the modular project and that the contract has been officially finalized and Project Frog is in the process of providing bonds. With lease leaseback there is a guaranteed maximum price (GMP) which means the price can't go up. If there is a savings from this project, then other projects that fall below the line could be looked at.
- 5.3 LS stated that he met with the Division of the State Architect (DSA) regarding the athletic fields and modular buildings and also met with fire department about sprinklers and whether or not two doors are necessary.
- 5.4 LS mentioned that during the summer a lot of work would take place. LS hopes to break ground at El Camino High School during spring break. A 10 ft. retaining wall is also needed at El Camino. Rich Blank asked where this retaining wall would be and LS responded at the backside of the auditorium. The portables would be going away to make room for the new science classroom. AH said that there were different options but keeping the science wing together rather than separating the classrooms was the option that was chosen. Rich Blank inquired about any concept drawings that could be looked at.

6. Review of Measure J Bond Financial Reports

- 6.1 AB and LS handed out a Measure J project budgets and reports binder to the committee members who were present..
- 6.2 PE spoke about the contents of the binder and thanked AB for inputting all the information on the solar project from prior years through the current year. Since the solar project is complete, he would like to see it on the Measure J bond website.
- 6.3 Judy Bush commented on how very simplistic and accessible the information is.

7. Newsletter & Messaging to the Public

- 7.1 LS showed the committee an example of the signage that would be placed at all the schools throughout the district. Rick Ochsenhirt mentioned that he would like the signs placed where parents could see them as well.

8. Attendance Report Review

- 8.1 With the drop off of some member, Rick Ochsenhirt wanted to know if some sort of outreach for new members should be looked into or to stay with the same members.
- 8.2 PE mentioned that the bylaws state that a member can have two or three unexcused absences and then the member can be removed and replaced with a new member. There needs to be a minimum of seven members with five of the categories being represented.
- 8.3 Judy Bush asked that a reminder letter be sent out to those members who haven't been present to open up some sort of dialogue.

9. Meeting Schedule

- 9.1 The next meeting is scheduled for Tuesday, March 12, 2013 at 5:30pm at SSFUSD Office, Board Room.

10. Public Comment

- 10.1 Judy Bush thanked the CBOC and staff on the work that has been presented here this evening and the work that is set to begin.
- 10.2 John Sanna stated, for the record, how he has sat on committees and commended staff for dealing with the CBOC and the community and hoped to carry on. He was also impressed with the 25% contingency savings that LS had talked about.

11. Adjournment

- 11.1 Rick Ochsenhirt asked for adjournment and the meeting was adjourned at 6:32pm.

Please advise the District within 48 hours if there are any errors in the meeting minutes. Provide questions and comments in a written form and address all discrepancies to the Bond Program Director and South San Francisco Unified School District.