



Measure J Citizens' Oversight Committee

South San Francisco Unified School District

Meeting Type: Meeting of the Citizens' Oversight Committee (Meeting No. 23)

Meeting Date: Tuesday, January 20, 2015, 6:00 pm

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

Notice: Maria Barcelata-Long provided Spanish interpretation services for the CBOC members.

1. Preliminary

1.1 CALL TO ORDER – 6:05 pm

1.2 ROLL CALL

1.2.1 PRESENT: Richard Holt
Martin Romero – arrived at 6:20 p.m.
America Gutierrez – arrived at 6:12 p.m.
John Sanna (Vice Chair)
Patricia Turpo-Ames – arrived at 6:28 p.m.
Rich Blank (Clerk)
Dana Abarca
Julia Lopez
Paul Formosa

1.2.2 ABSENT:

1.2.3 OTHER: Rick Ochsenhirt – SSFUSD Board Member
Larry Scott, SSFUSD (LS)
Salom Samad, SSFUSD (SS)
Kevin Sanders, SSFUSD (KS)
Amy Bueno, SSFUSD (AB)
Donna Fentanes, SSFUSD (DF)
Maria Barcelata-Long

1.2.4 DF performed a roll call. Six (6) out of nine (9) members were present which resulted in a quorum. America Gutierrez arrived at 6:12 p.m., Martin Romero arrived at 6:20 p.m. and Patricia Turpo-Ames arrived at 6:28 p.m.

2. Approval of Agenda – Approved by John Sanna (Vice Chair).

3. Approval of Meeting Minutes No. 22 – Meeting Minutes approved by all.

4. Update on Board Action – Renewal of the CBOC terms.
 - 4.1 LS passed out letters to the CBOC members regarding their term extension. Some discussion regarding the California Fair Political Practices Commission Form 700. DF to resend Form 700 and documentation to seven CBOC members. JS mentioned the new Assc. Supt will probably at next meeting, RO mentioned possibly.
5. Election of new CBOC officers.
 - 5.1 LS suggested to move this item toward the end of the meeting to give time for all CBOC members to arrive. CBOC agrees to table to end of meeting. (See Item 13)
6. Measure J Update – Bond Director
 - 6.1 LS welcomed Mr. Paul Formosa to the CBOC. LS updated the CBOC with an update from the 1/15 Board Meeting. Bond funds are strong, because of District growth some programs may be stopped. Three areas of new growth: Martin, Sunshine Gardens & Spruce. Some areas need additional funds. Special Board Meeting on 2/5 to talk in depth of these issues. JS added an concern that Fund 40 (capital improvement funds) & bond money are not to comingle. Make sure tis explained Fund 40 to enhance and modify Bond programs. LS added software bond office uses can run separate funds. Also added that Districts sometimes use different funds i.e. NFL grant money for SSFHS Athletic Field. JS reminded the CBOC of Special Board Meeting in case anyone wanted to attend, we need to have all the information.
 - 6.2 LS updated the projects: The Athletic Field and Lighting project at SSFHS is 100% and is in close out. Light poles are up. I can see them from my place on Grand Avenue. Ponderosa & Spruce had additional bookshelves installed in their libraries. JS asked about the window shades. LS said they are ordered, the change in glazing was not good enough, they will get new shades. JS updated CBOC about complaints from teachers of the excessive sunlight from the clerestory windows.
 - 6.3 LS said the students have moved into the new science classrooms at Westborough. All new countertops, teaching walls and furniture. LS said a lot of construction is going on at Parkway. The Science Wing (West Campus) has started, still working on the Locker Room building renovations. We have an 18 month construction window. LS updated the SSFHS project: all three buildings are up, roofs are being put on, exterior decks and staircase concrete being poured.
 - 6.4 LS updated the CBOC regarding storm damage. There was some damage, having walls tested to determine strength. Both testing labs and mfr. will report. Will be holding off drywall installation until reports are in. Materials testing today, will have reports next week. PWY worst site. Buri Buri not so bad. Taking down the plywood at some sites.
 - 6.5 LS updated CBOC on next summer's projects. Projects should be out of DSA by next CBOC meeting. Backcheck appointments have been made. All Buri Buri & PWY plans are out of DSA. Little hiccup at Los Cerritos, need to turn a building around. Regarding current projects, we are closing projects as we go. DSA using Box system, SSFUSD guinea pig, first round cut 60 checks (check per app number) midway they changed. LS has meeting with the State Architect on

Thursday to go over DSA certification processes as it impacts districts. Although DSA looks at only three things, the District looks at a lot more items. JS asked if changes would cause a delay, LS said that it would cost more money if we have to reopen the certification process.

- 6.6 LS asked if there were any questions, MR asked to go over the damage sustained by the storms and asked LLB contractor was responsible for sites. LS confirmed it is the LLB contractor's responsibility. MR asked further that costs to fix are the contractor's. LS said yes, whole control, whole liability. MR asked how do we confirm this and who's monitoring. LS said at weekly meetings we confirm and the CMs are monitoring construction. Discussion regarding water damage at Monte Verde and BB. MR asked if repairs were coming out of Measure J funds, LS said no.

7. Review of Measure J Bond Financial Reports

- 7.1 AB handed out Financial Reports. She said everything is smooth and on point. She mentioned the auditors were here last week, and that went well. When we get their findings, we'll forward them. LS added the auditors liked the tours of the sites. JS asked if there were any questions from the previous budget reports. PTA did ask about the material that was being taken away. LS told her that most construction is taking place within a fenced area at PWY and at BB. Construction truck traffic at SSFHS Athletic Field is away from students.

8. Newsletter & Messaging to the Public

- 8.1 JS said the CBOC is getting the newsletter and hopes it's getting to the public. LS added that there have been community meetings for the BB project. JS asked if there were issues at PWY.

9. Attendance Report Review

- 9.1 JS said everyone was here, that's good. Thanked the CBOC for attending.

10. Meeting Schedule

- 10.1 JS proposed Tuesday, March 10, 2015 for next meeting. He is hoping that there will be another tour, maybe BB and PWY. All agreed to meeting date and tour. MR asked when financials from the auditor will be available. LS/AB said by May/June. MR asked for a solar update next meeting. LS said that's been done. MR would like Year 2 savings and PG&E verification of the electrical costs that have decreased.

11. Public Comment (10 minutes maximum). Public comments are limited to 3 minutes per person.

- 11.1 There was no public comment.

12. Election of CBOC Officers (Item 5 from above)

- 12.1 JS revisited Item 5 from agenda – Election of CBOC Officers. JS explained that there is a new term so new officers must be elected. One person has requested the office of clerk – Dana Abarca. JS motioned to name Dana Abarca Clerk of the CBOC, MR seconded the motion, vote unanimous. JS nominated MR for Vice Chair, MR declined. AG suggested changing meeting time to accommodate MR's schedule so he can take Vice Chair office. MR said that's ok and nominated RB for Vice Chair. RH seconded motion, vote unanimous for RB for Vice Chair. Chair nominations: RB nominated JS, PTA nominated MR. LS

counted the hand vote: MR – 3, JS – 6. LS announced that JS received majority of votes and is formally Chair of CBOC. LS commented on the 6:30 suggestion that it is already a long day for his staff. MR said 6:00 was a happy medium.

14. Adjournment – JS asked for adjournment, and the meeting was adjourned at 7:01 p.m.

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.