



Summary Report

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

Meeting Type: Meeting of the Citizens' Oversight Committee (Meeting No. 41)

Meeting Date: Tuesday, July 24, 2018, 6:00 pm

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

Notice:

1. Preliminary

1.1 CALL TO ORDER – 6:21 pm

1.2 ROLL CALL

1.2.1 CBOC PRESENT: Teresa Benavides (CBOC Chair)
Amanda Kesner-Hays (CBOC Clerk)
Liselle Maalona, CBOC member

1.2.2 CBOC ABSENT: Patty Gomez (CBOC Vice Chair)
Tina Deering, CBOC member

1.2.3 OTHER PRESENT: Michael Krause, SSFUSD
Priscilla P. Huerta, CBOC candidate
Mina Richardson
Jennifer Spigno, Bond Admin. Asst.

1.2.4 JS performed a roll call. Three (3) out of five (5) members were present which resulted in lack of quorum.

Since there is no quorum, the committee is unable to perform any action items. Items will be for discussion only.

2. Approval of Agenda – **Deferred to next meeting.**

3. Approval of Meeting Minutes No. 37 & Summary Reports No. 38, No. 39, & No. 40 – **Deferred to next meeting.**

4. Measure J Update – **Deferred to next meeting.**

5. Review of updated Measure J Budgets & Financials

5.1 Full review of updated Measure J Budgets & Financials – **Deferred to next meeting.**

- 5.2 TB asked about quorum and approving financials. MK went over CBOC member recruiting and current member status. MK explained that JS is still recruiting and the need for more members to the committee. PPH asked if spouses were able to apply. MK stated it was allowed as long as all other criteria are met. PPH asked for an application for her spouse. MR also asked for an application. JS will follow up with applications for both.
- 5.3 MK distributed and went over Fund 21 for Parkway Heights Middle School Financial report from 7/1/17 to 6/30/19. MK explained BHM line item on page 3 as beginning of current project and that nothing new will be seen until September. TB asked about obtaining a list of proposed work for the Board approved amount of \$2.4 million. MK will follow up with Bill S. and provide list to committee before next meeting.
- 5.4 TB asked about which Fund was for Parkway Heights Middle School project. MK explained the difference between Fund 21, Fund 40, and Measure J Bond money and where each is applied.
- 5.5 MK discussed possible \$3 million reimbursement from the state. MK provided brief history of reimbursement and explained that money would go into Fund 21 once received. The Board will decide where the money is spent. TB asked if the CBOC can request the reimbursement be spent on original proposed work. MK stated that the request can be brought up to the Board once the money is on the Board meeting agenda as received.
- 6. Annual Report – **Deferred to next meeting.**
- 7. Attendance Report Review – **Deferred to next meeting.**
- 8. Introduction of new CBOC member
 - 8.1 LM was welcomed to the committee and provided a brief introduction for herself.
 - 8.2 PPH and MR provided brief introductions for themselves.
- 9. Meeting Schedule
 - 9.1 TB suggested meeting late August or early September to allow for possible new approvals to CBOC by Board. The next meeting will be Tuesday, September 18, 2018 at 6:00 pm.
- 10. Public Comment
 - 10.1. No public comments.
- 11. Adjournment

Ms. Benavides concluded the meeting at 7:20 pm. There was no adjournment due to a lack of quorum.

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 Assistant Superintendent of Business Services and South San Francisco Unified School District.