



Cajon Valley Union School District
750 East Main Street
El Cajon, CA 92020
(619) 588-3000
Website: www.cajonvalley.net

Citizens' Oversight Committee (COC) of the Cajon Valley Union School District

Minutes Adopted

CALL TO ORDER

The meeting of the Citizens' Oversight Committee was called to order by Committee Chair Victor Garcia on March 28, 2012 at 10:03 a.m. at Cajon Valley Union School District.

Members Present: Karen Bunkell, Victor Garcia, Kirk Gentry, Les Henderson, John McTighe, and Craig Wollitz. **Apologies:** Jane Alfano.

District Support Staff: Charles Allen, James Beard, Scott Buxbaum, Sharon Clay, Sharon Dobbins, John Forrest, Vickie Hayman, Mark Mendoza, and Suzy Willoughby.

WELCOME AND ROLL CALL

Victor welcomed members and staff.

APPROVAL OF MINUTES

The minutes from the December 7, 2011 meeting were approved on a motion made by John McTighe and seconded by Craig Wollitz and carried 6-0.

COC MEMBER TERMS

Sharon facilitated a Power Point presentation addressing COC member terms. Four of the current members' terms end on 5/31/12: Karen, Victor, Kirk, and John. Of those, Karen is able to continue for a second term and has agreed to do so. The three remaining vacancies have been posted and application packets are available on the District's website. The vacancies will need to be filled by: (1) a business community representative; (2) a taxpayer association representative; and (3) a representative of the community at large. The deadline to submit an application is April 23rd.

Also, Sharon explained that it may be beneficial to change the current by-laws, which state that members may serve no more than two 2-year terms, to match Proposition 39 legislation, which states that members may serve no more than two **consecutive** 2-year terms. Members have shown a great interest in the progress of the bond program, and this would allow those who have served two terms to return to the Committee at a later time and to oversee the final program completion. She also mentioned that the Committee may want to change the position title of 'Secretary' to 'Co-Chair'.

ELECTION OF OFFICERS

Victor asked for any volunteers from the remaining members to serve as Chair or Secretary effective June 1st. John nominated Karen as Chair. Craig volunteered to serve as Secretary. A motion was made by John, seconded by Victor, and carried 6-0.

PROJECT STATUS REPORT

John Forrest spoke regarding the progress at Greenfield Middle School. Sharon presented a flyer from the architect, Sprotte Watson and pointed out the new layout and its look upon completion. Karen asked if the flyer was sent home to parents. Sharon shared that the flyer will be posted on the District's website.

Sharon provided status regarding the Rancho San Diego and Vista Grande modernization projects, which are scheduled to begin construction when students are out of school in June, pending plan approval from the Division of the State Architect. In addition to the modernization/renovation upgrades, portable classrooms will be replaced with modular classroom buildings. These projects will receive state matching grant funds.

Sharon added that Heating Ventilation and Air Conditioning (HVAC) Units at the former Cuyamaca school campus, now EJE, will be replaced this summer. This will be the thirteenth school to have old, inefficient HVAC units replaced with energy efficient units.

Sharon and Charles discussed the technology upgrade work that has been completed at Emerald Middle, Madison, and Cajon Valley Middle schools. Additional technology infrastructure work will be phased over this summer and next summer, with nine schools to be completed this summer, and the remaining schools scheduled for completion next summer. This is due to the process to qualify for the federal e-rate discount program.

Victor inquired as to whether or not there has been any expressed fears from staff at the schools regarding the moving forward of technology. Charles explained that the District has a Coordinator of Technology, Carmen Restrepo, acting as a liaison with the schools to help with the transitions, easing the comfort level. Charles continued to field questions regarding future demands on the technology infrastructure, and he assured that the present infrastructure can accommodate future curriculum needs, and will establish pathways for classrooms to collaborate and communicate with one another. He shared that video conferencing is being piloted at both Montgomery Middle in their IB Program and at Emerald Middle in their STEM Program.

EXPENDITURE REPORT/CASH FLOW PROJECTION

Sharon reviewed the Consolidated Expenditure Report, noting that \$1,405,000 of Cajon Valley Middle School's estimated \$2,000,000 project savings will be added to Vista Grande's modernization budget. This will provide Vista Grande with a total modernization budget equal to Rancho San Diego, since Vista Grande's state grant

amount is smaller. However, the Cajon Valley project will not be closed out until after the final invoices are received.

Sharon reviewed the Estimated Cash Flow Report, and explained how lower property values are slowing down the Districts' ability to issue bonds. The District is looking at re-prioritizing and phasing projects to match the revised projected cash flow. She explained that, within the next couple of weeks, we will have better information as to the amount which can be generated at our next bond sale, scheduled for the fall. Funds are available to complete all projects that are presently in progress.

John McTighe inquired about the criteria used to determine the timing of bond sales. Scott explained that the District evaluates funding needs related to the timing of projects and expenditure requirements in order to keep positive cash flow, as well as, when the interest rates are most favorable.

BOND REFINANCING

Sharon discussed that the District continually monitors previous bond debt to determine if refinancing would benefit taxpayers. Proposition X, was issued in five series'. Series A and B were refinanced previously, saving taxpayers approximately \$1.5 million. The District will soon be refinancing Series C, which is estimated to save taxpayers an additional \$1.3 million.

QUESTIONS/ANSWERS

Sharon thanked Victor, Kirk, and John for their valuable service. Victor thanked the Committee and staff for all of their dedication and hard work in contributing to the success of the bond program. John complimented staff and expressed his appreciation of the financial diligence the District has exhibited.

ADJOURNMENT

The meeting was adjourned at 11:02 a.m.

Next Meeting

The next COC meeting is scheduled for Wednesday, June 27, 2012 at 2:30 p.m. in the Professional Development Conference Room 2.