



**SOUTH SAN FRANCISCO UNIFIED SCHOOL DISTRICT**  
398 B St. South San Francisco, CA 94080  
(650) 877-8700  
www.ssfusd.org

*Dr. Shawnterra Moore, Superintendent*

## Meeting Minutes

**Meeting Type:** Meeting of the Measure T Citizen's Bond Oversight Committee

**Meeting Date:** Tuesday, September 17, 2024, 5:30 PM

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

### ORDER OF BUSINESS

- I. **Call to Order:** CBOC Chair  
5:30 PM
- II. **Roll Call:** Gina DeMartini
- |                   |         |
|-------------------|---------|
| Daniela Jonguitud | Absent  |
| Miguel A. Nava    | Present |
| John R. Penna     | Absent  |
| John Sanna        | Present |
| Avin Sharma       | Present |
| Soy Wong          | Present |
| Vishal Patel      | Present |
- III. **Pledge of Allegiance** CBOC Chair
- IV. **Action: Approval of 7/16/24 Meeting Minutes** CBOC Chair  
Consensus good. Minutes approved. No comments.
- V. **Action: Approval of 2023-2024 CBOC Annual Report:** Ted O
- Miguel Nava motions to approve the CBOC Annual Report.  
Soy Wong seconds the motion.  
Motion carried unanimously.

**VI. Discussion: Presentation of Annual Report to the Board**

**CBOC Chair**

The annual report will be presented to the Board of Trustees at the October 10, 2024, meeting. Ted is asking all members to attend to support the presenter. John Sanna will present the report. No slides presentation. The Board will have copies of the report. A new picture of members was taken and will replace the current picture in the report.

**VII. Information: Up-To-Date Financial Information**

**Ted O**

**Ted O** confirms that the Measure T Financial summary by school site has an additional column "E" which includes the total of columns C + D. This column was requested to be added by the committee.

**Avin Sharma** asked about the schedule of current projects.

**Ted O** responded that the HVAC project has had slight delays.

**Avin Sarma** asked if there were overruns in cost

**Ted O** explains that there were some change orders and that every change order is approved by the school board in a board meeting. The committee members can easily go to the district website under Board/Meeting Agenda and Minutes to see them and find the details.

**Avin Sharma** is asking for either copies of the change orders or a breakdown of associated costs.

**Ted O** says he will email copies of the change orders approved by the school board for the HVAC projects after the meeting.

**VIII. Action: Adopt Meeting Schedule/Calendar**

**CBOC Chair**

The committee has confirmed the future meeting dates:

- December 10, 2024
- March 11, 2025
- May 13, 2025
- July 29, 2025

The committee agreed to a 5:30 start time for future meetings.

**IX. Public comment on Non-Agendized Items**

**CBOC Chair**

No Public comments

**X. Committee Member Announcements/Reports**

**CBOC Chair/Members**

No announcements or reports

**XI. Adjournment**

**CBOC Chair**

Meeting adjourned at 5:58 PM

Next meeting date: December 10, 2024 at 5:30PM