PASADENA UNIFIED SCHOOL DISTRICT

Citizens' Oversight Committee Application

Measure R and Measure O

Invitation to Serve

The Board of Education of the Pasadena Unified School District (District) is seeking qualified, interested individuals to serve on the independent committee of community members that oversees the District's Measure R and Measure O facilities bond programs.

Proposition 39 Bond Measures

Measure O - approved November 3, 2020

District voters authorized up to $516.3 million in general obligation bonds for school repairs, upgrades, and new construction projects throughout the District.

Measure R - approved November 5, 2024

District voters authorized up to $900 million in general obligation bonds for the school facilities projects described in the Measure R bond program.

Why the Committee Exists

California law requires a school district that receives voter approval of a Proposition 39 bond measure to establish an Independent Citizens' Bond Oversight Committee. In March 2025, the Board adopted Resolution No. 2810, assigning the existing Measure O Committee oversight of Measure R and approving amended and restated Bylaws.

Committee Responsibilities

- Inform the public about the District's expenditure of Measure R and Measure O bond proceeds.
- Review District expenditure reports to confirm that bond proceeds are spent only for purposes authorized by the applicable measure.
- Confirm that bond proceeds are not used for teacher or administrator salaries or other school operating expenses.
- Present an annual written report to the Board of Education in public session summarizing the Committee's activities and conclusions.

Applicants should review the Committee Bylaws and Ethics Policy before applying. By signing the application, an applicant confirms that they have read, understand, and agree to follow them.

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Measure R and Measure O

Appointment of Committee Members

All appointments are made by the Board of Education from written applications submitted to the District. The Committee must have at least seven members and include at least one representative from each category below, plus two community members at-large.

- A parent or guardian of a child enrolled in the District.
- A parent or guardian of an enrolled child who is also active in a parent-teacher organization or school site council.
- A person active in a business organization representing the local business community.
- A person active in a senior citizens' organization.
- A person active in a bona fide taxpayers' association.
- Two community members at-large.

Eligibility

Applicants must be at least 18 years old. An employee or official of the District, or a vendor, contractor, or consultant of the District, may not serve. Applicants must disclose potential conflicts of interest and comply with the Committee Ethics Policy and applicable law.

Time Commitment and Term

Members serve without compensation. Each term is two years, and no member may serve more than three consecutive terms. The Committee follows open meeting laws (The Brown Act) and meetings are currently held monthly. Members should also allow time for orientation, document review, annual reporting, and occasional site visits or additional meetings.

Application and Selection Process

1. Return a completed application to the Business Services Office, Attn: Teresa Rodriguez.
2. District staff may review applications for completeness.
3. The Superintendent or designee and a Board member will review the applications.
4. The Superintendent or designee and Board member will make recommendations to the Board.
5. The Board of Education appoints Committee members. New members receive an orientation after Board approval.

Interested in serving?

Complete all sections of this fillable application. Required items are marked with an asterisk (*).

Pasadena Unified School District does not unlawfully discriminate on the basis of sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, color, religion, marital status, age, or mental or physical disability in the educational programs or activities it operates.

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Measure R and Measure O

Serve your community. Support transparent bond oversight.

The Pasadena Unified School District is seeking qualified community members to serve on the independent committee that reviews and informs the public about expenditures of Measure R and Measure O bond proceeds.

COMMITMENT AT A GLANCE

Two-year term | Meetings are held monthly | Service without compensation

Members must be at least 18 and must comply with the Committee Bylaws and Ethics Policy.

Contact Information

Full legal name *

Home address *

City *

State *

ZIP code *

Email address *

Preferred phone *

Alternate phone

Fax (optional)

Interest in Service

Why do you want to serve on the Measure R and Measure O Citizens' Oversight Committee? *

You may continue your response on Page 4 if needed.

Citizens' Oversight Committee Application

Measure R and Measure O

Relevant Expertise

Describe any expertise or experience that would be helpful to the Committee. *
Examples may include finance, accounting, construction, architecture, engineering, project management, public administration, education, community engagement, or oversight.

Prior Committee or Community Service

List school district, city, nonprofit, civic, or community committees on which you have served.

Additional Information

Provide any other information you would like the District to consider.

Citizens' Oversight Committee Application

Measure R and Measure O

Representation

Check every category that applies. State law requires the Committee to include representatives from specified constituencies. The Board of Education determines whether an applicant satisfies a membership category.

☐ Business representative - active in a business organization representing the local business community

Organization / role

☐ Senior citizens' organization representative - active in a senior citizens' organization

Organization / role

☐ Taxpayer organization representative - active in a bona fide taxpayers' association

Organization / role

☐ Parent or guardian of a child currently enrolled in the District

Student name(s)

School(s)

☐ Parent or guardian of an enrolled student and active in a parent-teacher organization or school site council

Organization / role

☐ Community member at-large

City / community (optional)

Availability

Committee meetings are held at least quarterly within District boundaries and are open to the public. Additional meetings, training, document review, and site visits may be required.

☐ I understand the expected time commitment and can make a good-faith effort to attend scheduled meetings and complete related duties.

Please describe any recurring scheduling limitations.

Citizens' Oversight Committee Application

Measure R and Measure O

Eligibility Questions

Answer each question. Employees or officials of the District and District vendors, contractors, or consultants may not serve on the Committee. Potential conflicts will be reviewed under applicable law and the Committee Ethics Policy.

	YES	NO
Are you an employee or official of Pasadena Unified School District?	○	○
Are you a vendor, contractor, or consultant to the District?	○	○
Do you have conflicts that would preclude you from attending meetings?	○	○
Do you know of any potential conflict of interest that could adversely affect your service?	○	○
Are you willing to comply with the Ethics Policy included in the Committee Bylaws?	○	○
Have you read, understood, and agreed to follow the Committee Bylaws?	○	○

A Yes to Questions 1 or 2 may make you ineligible under the Bylaws. If you answered Yes to Questions 3 or 4, explain below.

Applicant Certification

I certify that all answers and statements in this application are true and complete to the best of my knowledge. I understand that appointment is made by the Board of Education and that service is subject to the Committee Bylaws, Ethics Policy, and applicable law.

Typed or handwritten signature *

Date *

Return Your Application

Pasadena Unified School District - Business Services Office

Attn: Teresa Rodriguez | 351 S. Hudson Avenue, Pasadena, CA 91109

Email: rodriguez.teresa@pusd.us | Phone: (626) 396-3600

Committee information and recruitment: www.pusd.us/jointhecoc

Application deadline (if applicable)

DISTRICT USE ONLY

Date received

Received by

Application complete ○ Yes ○ No