# MEETING MINUTES

We welcome you to this meeting of the LGSUHSD Citizens Bond Oversight Committee (CBOC). The public may make comments relevant to agenda items at the time so designated on the agenda. Public comment will not be heard outside of the designated time. While not required, we would appreciate it if you would identify yourself with your name and address when addressing the CBOC. Speakers are asked to limit remarks to three minutes (with a maximum of twenty minutes for one topic). Any individual requiring disability-related accommodations or modifications including auxiliary aids and services in order to participate in the CBOC meeting should contact the Superintendent's office in writing.

Upon request by a student's parent/guardian, or by the student if age 18 or older, the minutes shall not include the student's or parent/guardian's address, telephone number, date of birth, or email address, or the student's name or other directory information as defined in Education Code 49061. The request to exclude such information shall be made in writing to the Secretary or Clerk of the Board. (Education Code 49073.2)

**You may provide public comment by using the Raise your Hand** feature, once you have logged in and registered using the posted Zoom link. The host will be notified that you have done so. Once you are recognized by the host, you may be asked to unmute your speaker. You will have a maximum of three minutes to speak.

Please click the link to join the webinar: https://lgsuhsd.zoom.us/j/98614986040?pwd=SXcxRTZMeVZVSTFDT2VHZCtmSnc3Zz09

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## Attendance

**Voting Members**
William Becker, CBOC - **Absent**
Mike Buncic
Rita Cao - **Absent**
Kathy Granger, CBOC

Carol Musser
Denise Ramon Herrera
Michele van Zuiden

## I. Call to Order

The meeting was called to order at 3:32 p.m.

### A. Roll Call - Establishment of a Quorum

A quorum was established.

### B. CBOC Introductions

Chairperson Musser introduced attending members and presenters.

## II. Approval of the Agenda

Approve the CBOC agenda

**Motion made by:** Denise Ramon Herrera
**Motion seconded by:** Mike Buncic

> ***Voting results:*** Unanimously approved
> Yes: Mike Buncic
> Yes: Kathy Granger
> Yes: Carol Musser
> Yes: Denise Ramon Herrera
> Yes: Michele van Zuiden

## III. Public Comment - Items Not on the Agenda

There was no public comment on items not on the agenda.

## IV. Public Comment - Report/Discussion Items

There was no public comment on agendized report/discussion items.

## V. Report/Discussion Items

### A. Greystone West - Introduction

Key Greystone West staff, Todd Lee and Jamie Ferranti, were introduced by Tony Palma, Director of Facilities. Greystone West will be providing program and construction management services for identified Measure E projects.

### B. Measure E Project Update

Mr. Palma presented an overview of Measure E projects, to date.

Ms. Musser asked about parking spaces? Mr. Palma noted none were added - the number remained the same and it's designated for staff, since student access would be problematic and other staff parking may be replaced by areas for student use.

Mr. Buncic asked about the overall status at LGHS in terms of Measure E projects? Mr. Palma noted that initially established/prioritized projects are almost completed but there are remaining dollars that can be re-allocated and we are continuing to identify new needs, e.g., HVAC/air filtration needs in light of COVID.

Ms. Granger asked about pending projects? Mr. Palma noted they were on the originally identified project list during the prioritization process. Pending projects but some may not get done because needs have changed, e.g., multi-purpose room. Ms. Granger asked if the current pending list could be addressed using the remaining unallocated site funds? Mr. Palma noted they could be but scope would need to be defined to determine feasibility.

Mr. Buncic asked about the Cafe/Commons/Library/Classroom Modifications project, noting that very little of the initial budget has been spent. Mr. Palma noted there is much work to be done to define the scope of this project moving forward.

Ms. van Zuiden asked about the LGHS Music to Drama conversion. What is the projected total? Mr. Palma noted we don't have final numbers yet but doesn't anticipate a major change in the forecasted numbers.

Ms. van Zuiden asked about the SHS bids - do we anticipate that they will align with the expenditure forecast? Mr. Palma noted it's hard to predict since the project scope may evolve which could impact the forecast; doesn't think we'll exceed $2.6 M for the Engineering project. An update is planned for the next CBOC meeting.

Mr. Buncic asked about the science upgrade at SHS - are we adding an additional science classroom space outside the science wing? Yes, per Mr. Palma, in an adjacent building, with foot access from the existing building. Mr. Buncic asked about the SHS student population? Superintendent Grove noted it's decreased somewhat to 1279 students and that is in line with demographic projections. Mr. Buncic asked about the construction and bidding environment? Mr. Lee (Greystone West) noted the market has been flat for the past six months; we're seeing some instability due to the fires (increased cost of building materials); we're projecting a COVID-19 response after the first of the year where contractors will be more aggressive; we're projecting a negative trend, offset by some of the increases in materials costs.

Ms. Musser asked about the location of the LGHS Drama center? Mr. Palma noted it's adjacent to the existing theater and includes a performing arts space that serves as a small theater to serve as a practice area or space for student performances and rentals.

Ms. Denise Ramon Herrera asked about the number of green rooms? Mr. Palma noted there are four green rooms; also dressing rooms/making rooms and gender-neutral restrooms.

### i. Measure E Budget Update

CBO Perley presented a budget summary; noted plans to provide more updates at future meetings.

Ms. van Zuiden asked if GSW services are paid from Measure E funds and how it impacts the budget? Ms. Perley noted it comes from program expenses. Ms. van Zuiden noted there was an original allocation of $2M here and that we have spend just over $1M so far. Ms. Perley noted we'll make adjustments as needed; that there are some interest earnings and project savings that will offset some of the additional expenses; that we don't anticipate GSW costs will impact projects.

Ms. Perley noted program expenses include program management overall. Ms. van Zuiden asked for an overview of total program expenses.

Ms. Perley noted there will be a budget update at the next meeting; that, while budget allocations for broad categories haven't significantly changed but allocations for specific projects have been updated.

### ii. Technology Bond Update

Mr. Palma and Director of Educational Technology Ms. Grenier provided an update of the tech bond projects; including an update regarding the Tech Advisory Committee (TAC).

Ms. Denise Ramon Herrera asked if the TAC will work with the feeder districts? Ms. Grenier noted we are in communication with LGUSD and SUSD; noted the County Office of Education now has a contract for the Canvas Learning Management System (currently in use in our district) and we'll be supporting possible implementation in our feeder districts; we can also reach out to Lakeside and Loma Prieta.

## VI. Public Comment - Report/Discussion Items

There was no public comment.

## VII. Public Comment - Action Items

There was no public comment.

## VIII. Action Items

### A. Minutes, May 26, 2020

Approve the CBOC Minutes, May 26, 2020 as amended to reflect that the appointment of officers took place in January 2020.

**Motion made by:** Michele van Zuiden

**Motion seconded by:** Denise Ramon Herrera

> ***Voting results:*** Unanimously approved

> Yes: Mike Buncic
> Yes: Kathy Granger
> Yes: Carol Musser
> Yes: Denise Ramon Herrera
> Yes: Michele van Zuiden

**B. Appointment of CBOC Chairperson**

Approve the appointment of Carol Musser as Chairperson for the CBOC, 2020-21 school year

**Motion made by:** Denise Ramon Herrera
**Motion seconded by:** Michele van Zuiden

> ***Voting results:*** Unanimously approved
> Yes: Mike Buncic
> Yes: Kathy Granger
> Yes: Carol Musser
> Yes: Denise Ramon Herrera
> Yes: Michele van Zuiden

While no vote was taken, the CBOC agreed that the current Vice-Chair would continue in the role - Ms. Ramon Herrera - for the 20-21 school year.

**C. Appointment of CBOC Clerk**

Approve the appointment of Michele van Zuiden as the Clerk for the CBOC, 2020-21 school year

**Motion made by:** Carol Musser
**Motion seconded by:** Michele van Zuiden

> ***Voting results:*** Unanimously approved
> Yes: Mike Buncic
> Yes: Kathy Granger
> Yes: Carol Musser
> Yes: Denise Ramon Herrera
> Yes: Michele van Zuiden

**D. Appointment of CBOC Representative to the Budget Advisory Committee**

Approve the appointment of Kathy Granger as the CBOC representative to the Budget Advisory Committee, 2020-21 school year

**Motion made by:** Kathy Granger

**Motion seconded by:** Michele van Zuiden

> ***Voting results:*** Unanimously approved
> Yes: Mike Buncic
> Yes: Kathy Granger
> Yes: Carol Musser
> Yes: Denise Ramon Herrera
> Yes: Michele van Zuiden

**E. Appointment of CBOC Members to the Ad Hoc Annual Report Subcommittee**

Approve the appointment of Ms. Ramon Herrera, Ms. Musser and Ms. van Zuiden to the Annual Ad Hoc Annual Report Subcommittee

**Motion made by:** Michele van Zuiden
**Motion seconded by:** Kathy Granger

> ***Voting results:*** Unanimously approved
> Yes: Mike Buncic
> Yes: Kathy Granger
> Yes: Carol Musser
> Yes: Denise Ramon Herrera
> Yes: Michele van Zuiden

## IX. Committee Member Comments

No additional member comments were presented.

## X. Adjournment

The meeting was adjourned at 5:06 p.m.