

**Citizens' Oversight Committee  
of the Cajon Valley Union School District**

**Wednesday, July 10, 2019  
9:00 AM**

**Anza Elementary School  
Auditorium  
1005 S. Anza Street  
El Cajon, CA 92020**

**MEETING AGENDA**

- 1. Call to Order**
- 2. Welcome and Roll Call**
- 3. Approval of Minutes**
- 4. Project Updates**
- 5. Budget Updates**
- 6. Facilities Needs List**
- 7. Discussion/Other**
- 8. Project Tour: Anza New Classroom Buildings**

***Next meeting:***     Wednesday, October 9, 2019, 9:00 AM  
Cajon Valley Union School District  
750 E. Main Street/Professional Development Room 1



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

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

### **Minutes Unadopted**

#### **CALL TO ORDER**

The meeting of the Citizens' Oversight Committee was called to order by Deanne Markle on April 10, 2019 at 9:09 a.m. at the Cajon Valley Union School District.

**Members Present:** Steve Devan, Susan Holtz, Robert Kiesling, Deanne Markle, and Sheri Runyen.

**District Staff:** Charles Allen, James Beard, Scott Buxbaum, Sharon Dobbins, Louise Gibson, Lisa Krueger.

**Guest:** Aubrey Mann, Wilkinson Hadley King & Co. LLP

#### **WELCOME AND ROLL CALL**

Deanne welcomed everyone and asked each person to introduce themselves, welcoming new member, Susan Holtz and guest, Aubrey Mann.

#### **APPROVAL OF MINUTES**

The minutes from the April 10, 2018 meeting were approved on a motion made by Steve Devan, seconded by Bob Kiesling, and carried 5-0.

#### **ANNUAL AUDIT REPORT**

Sharon stated that the final audit report for period ending June 30, 2018 was emailed to the Committee on March 6, 2019, and that the auditor, Aubrey Mann from Wilkinson Hadley King & Co. LLP is here to answer any questions.

Aubrey informed the Committee that the report included financial and performance audits of both Prop C (capital improvement bonds) and Prop EE (technology bonds). There were no exceptions or audit findings. She invited any questions.

Bob asked about the performance audit and whether or not it involved a review of construction management practices. Aubrey explained that the performance audit was mainly focused on internal controls. Bob mentioned that the taxpayers association is working on recommended best practices related to the performance audit, which would involve review of the District's construction management.

#### **ANNUAL REPORT TO THE COMMUNITY**

Sharon informed the Committee that no additional revisions were requested for the most recent draft, which was emailed on March 6. The report is now considered final, and Deanne will sign the cover letter. The report will be posted on the COC website and shared with the Governing Board, City Officials, the SD County Taxpayers' Association, and various community groups.

## PROJECT UPDATES

Sharon reported that the new modular classroom building project at Anza Elementary School was just awarded, and construction is just getting started. Design is currently underway for the new modular classroom buildings at Johnson and Naranca Elementary Schools.

## BUDGET UPDATES

Sharon reviewed the following budget information:

Prop C Budget Adjustments: The budgets were changed to reflect final projects costs, and the net difference (project savings) of \$49,858 was moved to the overall bond program contingency.

Prop C Budget Status Report: This report showed the total budget for each project, as well as the committed and expended amounts, and budget remaining. As of the 4/8/19 report date, there was \$22,045,051 remaining in unspent Prop C bond funds. Of that amount, \$16,326,326 was uncommitted.

Prop EE Bond Fund: These reports showed the Bond authorization (issued and remaining), as well as revenues and expenditures. As of the 4/3/19 report date, there was \$1,017,802 remaining in uncommitted Prop EE bond funds, and an additional \$14,000,000 in remaining authorization.

## DISCUSSION / OTHER

Steve asked about Magnolia Elementary School and the issue with the neighboring manufacturing plant. Scott responded that monitoring is continuing to show safe levels.

Sharon reminded the Committee about the project tour on 4/17, noting that the bus will leave the District Office at 9:00 a.m.. The group will first go to Hillsdale to look at a recently completed modular classroom building. Next will be Anza, where construction is just getting underway. Finally, the group will go to Johnson to look at the site of the new building where construction will begin next winter. The group will return to the District Office at approximately 11:30.

## ADJOURNMENT

The meeting was adjourned at 10:04 a.m.

## Status of Current Bond Projects as of 6/30/2019

### **PROPOSITIONS C & D**

## PLANNING/DESIGN/BID PHASE

#### CONSTRUCTION PHASE



 COMPLETED

[illegible]



## Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

### Budget vs. Commitments and Expenditures

Project Name	Budget	Commitments		Expenditures		
	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed	Remaining Against Budget
D-7501 Water Line Replacement	54,892	54,892		54,892		
D-7502 Security Cameras Upgrades	1,124,637	1,124,637	-	1,124,637	-	-
D-7503 Clock Systems Upgrades	76,507	76,507	-	76,507	-	-
D-7504 Playgrounds Upgrades	290,102	290,102	-	290,102	-	-
D-7505 GMS Gym/MP Bldg	13,035,706	13,035,706	-	13,035,706	-	-
D-7506 Electrical Upgrades	930,567	930,567	-	930,567	-	-
D-7507 CVMS New 2-Story Classroom Bldg	14,630,360	14,630,360	-	14,630,360	-	-
D-7508 HVAC	10,600,802	10,600,802	-	10,600,802	-	-
D-7509 FH MPR Remodel	587,462	587,462	-	587,462	-	-
D-7510 VG Modernization	4,616,055	4,601,805	14,250	4,598,383	3,422	17,672
D-7511 RSD Modernization	4,469,732	4,469,732	-	4,469,732	-	-
D-7512 Technology Infrastructure	26,725,961	26,725,961	-	26,725,961	-	-
D-7513 Lexington Reconstruction	31,117,584	31,117,584	-	31,117,584	-	-
D-7515 EMS Gym/MPB, Admin & Kitchen	12,922,592	12,768,820	153,772	12,768,820	-	153,772
D-7516 MMS Gym/MPB & Renovations	12,199,114	12,199,114	-	12,199,114	-	-
D-7518 Erosion Control	65,000	-	65,000	-	-	65,000
D-7519 Fencing	1,311,138	1,311,138	-	1,311,138	-	-
D-7522 Parking Lot Upgrades	219,869	219,869	-	219,869	-	-
D-7524 Minor Renovations	314,945	314,945	-	314,945	-	-
D-7525 Security Lighting	400,400	-	400,400	-	-	400,400
D-7526 Sidewalk Upgrades	500,000	50,592	449,408	33,217	17,375	466,783
D-7527 Window Replacements	220,320	220,320	-	220,320	-	-
D-7528 Educational Technology	1,800,000	1,800,000	-	1,800,000	-	-
D-7529 MG New Classroom/Renovations	8,339,131	8,339,131	-	8,339,131	-	-
D-7531 AN New Classroom & Renovations	4,976,430	4,769,399	207,031	3,478,863	1,290,536	1,497,567
D-7532 JO New Classroom & Renovations	10,194,550	5,320,140	4,874,410	184,047	5,136,093	10,010,503
D-7533 NA New Classroom & Renovations	4,742,354	768,279	3,974,075	153,021	615,257	4,589,333
D-7538 New Classroom Bldgs & Renovations	-	-	-	-	-	-
D-7540 Lighting Retrofit	587,709	587,709	-	587,709	-	-
D-7599 Contingency	549,859	-	549,859	-	-	549,859
D-7599 Program Management	4,350,000	3,376,700	973,300	3,351,934	24,766	998,066
<b>Totals</b>	<b>171,953,777</b>	<b>160,292,272</b>	<b>11,661,505</b>	<b>153,204,822</b>	<b>7,087,450</b>	<b>18,748,955</b>



Report Date: 06.29.2019 \*

**EDUCATIONAL TECHNOLOGY BOND FUND 2110 (PROP EE) EXPENSES**

PO/Ref #	Vendor Name	Description	Total Authorized Fund 2110 Amount	Check Date	Expenditures				Encumbrances
					16/17	17/18	18/19 to date*	Total Expenses	
JE 3003		Cost of Issuance	\$ 181,650.00	3/30/2017	\$ 181,650.00			\$ 181,650.00	\$ -
1706014	Apple	Teacher Computers	\$ 240,383.10	5/12/2017	\$ 240,383.10			\$ 240,383.10	\$ -
1707275	Unistar	Student Computers	\$ 16,156.69	6/30/2017	\$ 16,156.69			\$ 16,156.69	\$ -
1704993	Apple	Teacher Computers	\$ 15,919.72	5/30/2017	\$ 15,919.72			\$ 15,919.72	\$ -
1704965	Unistar	Student Software	\$ 28,751.98	5/30/2017	\$ 28,751.98			\$ 28,751.98	\$ -
1705093	Unistar	Teacher Software	\$ 8,171.61	5/30/2017	\$ 8,171.61			\$ 8,171.61	\$ -
1704964	CDW	Chromebook Cabinets	\$ 8,617.78	5/30/2017	\$ 8,617.78			\$ 8,617.78	\$ -
1800530	CDW	Student Computers	\$ 99,599.25	9/8/2017		\$ 99,599.25		\$ 99,599.25	\$ -
1800915	Apple	Teacher Computers	\$ 53,722.27	9/12/2017		\$ 53,722.27		\$ 53,722.27	\$ -
1800574	Troxell	Classroom Technology	\$ 286,718.55	9/26/2017		\$ 286,718.55		\$ 286,718.55	\$ -
1800576	Pathway Comm	Classroom Technology	\$ 2,273.21	10/3/2017		\$ 2,273.21		\$ 2,273.21	\$ -
1800575	CDW	Classroom Technology	\$ 19,848.72	10/3/2017		\$ 19,848.72		\$ 19,848.72	\$ -
1801667	CDW	Student Computers	\$ 67,698.50	10/3/2017		\$ 67,698.50		\$ 67,698.50	\$ -
1801864	CDW	Student Computers	\$ 617,825.25	12/8/2017		\$ 617,825.25		\$ 617,825.25	\$ -
1803010	FIREFLY	Student Computers	\$ 29,038.25	12/21/2017		\$ 29,038.25		\$ 29,038.25	\$ -
1805873	FIREFLY	Classroom Technology	\$ 1,060.47	5/8/2018		\$ 1,060.47		\$ 1,060.47	\$ -
1805564	Apple	Student Computers	\$ 318,396.63	5/8/2018		\$ 318,396.63		\$ 318,396.63	\$ -
1805597	Troxell	Classroom Technology	\$ 1,390.32	5/24/2018		\$ 1,390.32		\$ 1,390.32	\$ -
Claims & Returns		Claims & Returns	\$ (6,523.34)			\$ (3,160.88)	\$ (3,362.46)	\$ (6,523.34)	\$ -
1806668	EN-NET SERVICES, LLC	Student Computers	\$ 194,850.00	8/24/2018			\$ 194,850.00	\$ 194,850.00	\$ -
1900092	CDW GOVERNMENT	Student Computers	\$ 1,217,041.88	1/17/2019			\$ 1,217,041.88	\$ 1,217,041.88	\$ -
1900686	APPLE INC.	Teacher Computers	\$ 131,082.40	9/7/2018			\$ 131,082.40	\$ 131,082.40	\$ -
1900916	CDW GOVERNMENT	Student Computers	\$ 1,633,320.00	1/4/2019			\$ 1,633,320.00	\$ 1,633,320.00	\$ -
1901422	TROXELL COMMUNICATIONS	Classroom Technology	\$ 21,100.73	10/12/2018			\$ 21,100.73	\$ 21,100.73	\$ -
1902607	CDW GOVERNMENT	Student Computers	\$ 119,041.31	3/12/2019			\$ 119,041.31	\$ 119,041.31	\$ -
1902611	CDW GOVERNMENT	Student Computers	\$ 3,031.00	06/21/2019			\$ 3,031.00	\$ 3,031.00	\$ -
Claims & Returns		Claims & Returns	\$ (3,562.38)	2/14/2019			\$ (3,562.38)	\$ (3,562.38)	\$ -
Claims & Returns		Claims & Returns	\$ (1,991.62)	2/22/2019			\$ (1,991.62)	\$ (1,991.62)	\$ -
Claims & Returns		Claims & Returns	\$ (12,547.16)	3/22/2019			\$ (12,547.16)	\$ (12,547.16)	\$ -
1906278	TROXELL COMMUNICATIONS	Classroom Technology	\$ 7,193.22	5/10/2019			\$ 7,193.22	\$ 7,193.22	\$ -
Claims & Returns		Claims & Returns	\$ (4,311.81)	6/4/2019			\$ (4,311.81)	\$ (4,311.81)	\$ -
Claims & Returns		Claims & Returns	\$ (4,837.71)	6/14/2019			\$ (4,837.71)	\$ (4,837.71)	\$ -
							\$ -		
							\$ -		

\$ 5,290,108.82      \$ 499,650.88    \$ 1,494,410.54    \$ 3,296,047.40    \$ 5,290,108.82    \$ -

Report Date: 06.29.2019

EDUCATIONAL TECHNOLOGY BOND FUND 2110 (PROP EE)

07/01/2016 - to Date

DATE	BONDS AUTHORIZED	BONDS ISSUED	REMAINING AUTHORIZATION
Nov-16	20,000,000		20,000,000
Mar-17		6,000,000	14,000,000
<b>TOTALS</b>	<b>20,000,000</b>	<b>6,000,000</b>	<b>14,000,000</b>

	REVENUE	EXPENSES	FUND BALANCE
PROP EE PROCEEDS	6,000,000.00		6,000,000.00
COST OF ISSUANCE	181,650.00		6,181,650.00
INTEREST EARNED	133,724.81		6,315,374.81
EXPENSES		\$ 5,290,108.82	1,025,265.99
<b>TOTALS</b>	<b>6,315,374.81</b>	<b>5,290,108.82</b>	<b>1,025,265.99</b>

Encumbrances

\$ -

Available Balance (Fund Balance less Encumbrances):

\$ 1,025,265.99







**CITIZENS' OVERSIGHT COMMITTEE (COC)  
MEETING SCHEDULE  
2019/2020**

DATE	TIME	LOCATION
Wednesday July 10, 2019	9:00 AM	Anza Elementary School Auditorium 1005 S. Anza St. El Cajon, CA 92020
Wednesday October 9, 2019	9:00 AM	Cajon Valley Union School District Professional Development Rm 1 750 East Main St. El Cajon, CA 92020
Wednesday January 8, 2020	9:00 AM	Cajon Valley Union School District Professional Development Rm 1 750 East Main St. El Cajon, CA 92020
Wednesday April 8, 2020	9:00 AM	Cajon Valley Union School District Professional Development Rm 1 750 East Main St. El Cajon, CA 92020

**COC MEMBERS**

Steven Devan  
Victor Garcia  
Susan Holtz  
Robert Kiesling  
Peter Lupo  
Deanne Markle  
Sheri Runyen

District Contact: Sharon Dobbins  
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July 1, 2019