



Cajon Valley Union School District  
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**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 on September 14, 2016 at 3:58 p.m. at the Cajon Valley Union School District.

**Members Present:** Les Henderson, Deanne Markle, Dick Nasif, and Timothy Zelt. Apologies: Victor Garcia.

**District Staff:** James Beard, Scott Buxbaum, Sharon Dobbins, Leslie Greene, and Vickie Hayman.

**WELCOME AND ROLL CALL**

Sharon welcomed everyone. She explained that she recently learned it is not necessary to have been in attendance at a meeting to approve the minutes. Although, a quorum is required for approval.

**APPROVAL OF MINUTES**

The minutes from the September 9, 2015, December 9, 2015, March 9, 2016, and July 28, 2016 meetings were approved on a motion made by Les Henderson and seconded by Tim Zelt and carried 4-0.

**PROJECT UPDATE**

Sharon shared the following information:

- **Emerald Middle School:** COC members and District staff toured the three new buildings (Gym/Multipurpose; Kitchen; and School Administration) along with representatives from the design-build team of Erickson-Hall Construction and Ruhnau Ruhnau Clarke Architects.
- **Magnolia New Classroom Building & Renovation Project:** Erickson-Hall, the design-build contractor for Emerald, was awarded the Magnolia New Classroom Building and Renovation project, utilizing the traditional low-bid (design-bid-build) methodology. Construction began in June 2016. All work should be completed by March 31, 2017, with the exception of the removal of the portable classroom buildings and the playground renovation, which will be completed in summer 2017.
- **Rancho San Diego & Vista Grande Remodeling Projects:** The District is in the planning stages for the remodel of Rancho San Diego and Vista Grande Elementary Schools. Both schools will be undergoing renovations to reconfigure the building spaces to move the main offices to the front of the campuses for improved security. Planning is just beginning, and construction is expected to be completed over the summer of 2017.

- **Energy Efficiency Projects:** District-wide lighting retrofits are under way utilizing Proposition 39 Energy Efficiency Funding. The District is expecting to see significant energy savings. In addition, the District is currently reviewing proposals for District-wide Solar Photovoltaic installations.

## EXPENDITURE AND BUDGET REPORTS

Sharon reviewed the estimated revenue from the Bond Program Budget, pointing out the actual versus projected revenues, which includes the Prop 39 funding. The District has received the funding for the first three years and is expecting to receive the 4th year allocation soon.

Sharon also reviewed the Consolidated Budget Status Reports from June 30 and September 14, 2016. She shared that the Lexington project has now been completed with a small savings, which has been moved into the contingency fund to close out this project.

## COC MEMBER VACANCIES

Dick expressed his concern over not having a full committee. Sharon shared that she is working to fill the vacancies of George Hawkins (Taxpayer Association Representative) and Linda Webb (PTA/Parent Representative). The San Diego County Taxpayers Association has assured the District that they are attempting to identify a new member for Cajon Valley. Several potential candidates have requested applications for the Parent/PTA vacancy, but at this point, no applications have been submitted.

Les will be ending his 3<sup>rd</sup> term in January, 2017, so an additional member is being sought for this position.

## ED TECH BOND MEASURE – PROPOSTION EE

Sharon reminded members that the \$20 million Technology Bond Measure, Proposition EE, is on the November ballot. Members agreed to serve as the Citizens' Oversight Committee for Prop EE, if the measure passes.

## ADJOURNMENT

The meeting/tour was adjourned at 4:38 p.m.

## NEXT MEETING

The next COC meeting is scheduled for Wednesday, December 14, 2016 at 4:00 p.m. in Professional Development Room #1. (NOTE: This meeting was rescheduled to Wednesday, January 25, 2017 at 4:00 p.m. in Professional Development Room #3.)