



Cajon Valley Union School District  
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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 October 11, 2017 at 4:04 p.m. at the Cajon Valley Union School District.

**Members Present:** Victor Garcia, Robert Kiesling, Deanne Markle, Dick Nasif, and Timothy Zelt. **Apologies:** Peter Lupo.

**District Staff:** James Beard, Scott Buxbaum, Sharon Dobbins, Jon Guertin, Vickie Hayman. and Lisa Krueger.

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

Sharon welcomed everyone and expressed appreciation for their attendance. She shared that Peter was unable to attend the meeting today.

#### **APPROVAL OF MINUTES**

The minutes from the July 18, 2017 were approved on a motion made by Victor Garcia, seconded by Dick Nasif, and carried 5-0.

#### **PROP EE FINANCIAL UPDATE**

Sharon reviewed the handout regarding Prop EE (Educational Technology Bond), noting a correction: the date of "11/2017" should be changed to "11/2016". She shared that of the \$20 million authorized, the first series of bonds, \$6 million, has been issued with \$14 million remaining. She discussed the expenditures encumbered thus far.

#### **PROP EE PROJECT UPDATE**

Jon shared that most of the funds utilized were for MacBook laptop replacements, elaborating on the 3-year plan. He indicated that the District makes every attempt to repurpose laptops as they are able. Extra "loaner" carts have been created and some were issued to the Explorer Program. The first replacement of student devices (Chromebooks) was conducted, as many were 4 years old. The decision was made to replace the devices on a 3-year cycle because the cost of repair (parts and labor) is greater than the cost of replacement. Another possibility for older Chromebooks is to donate them to the Education Foundation to offer to graduating 8<sup>th</sup> grade students for a nominal fee. Document cameras were replaced, as many were 6 to 10 years old and were incompatible with the analog to digital migration.

#### **PROP C FINANCIAL UPDATE**

Sharon reviewed the fiscal-year end (6/30/17) financial reports and discussed the budget adjustments for interest earned and E-rate revenue received. These funds, along with project savings, were applied to contingency. The Annual Report to the Community will be based on these fiscal year-end reports. A draft Annual Report to the Community will be shared with the Committee for review at its January meeting.

### **PROP C PROJECT UPDATE**

Sharon shared that the District is forming a Facilities Master Plan Committee to gather input regarding remaining District-wide facility needs, determine priorities, and update the Facilities Master Plan.

Tim inquired about the funding for the solar project, and Sharon responded that the solar project is funded from the general fund using energy savings; these savings will be used to repay the solar costs over 20 years. In addition, Clean Renewable Energy Bonds (CREB) will subsidize a majority of the interest. As a result of the energy efficiency projects that have been completed with both local bond (Prop C) and energy efficiency (Prop 39) funds, the District was able to save additional costs by sizing the solar systems based on reduced energy use.

### **MEMBER VACANCY**

Sharon shared that the District is seeking applications for a Parent/PTA representative to fill the position vacated by Brailyn Daniel. She hopes to have a new member appointed by the Governing Board before our next meeting.

### **ADJOURNMENT**

The meeting was adjourned at 4:55 p.m.

### **NEXT MEETING**

The next COC meeting is scheduled for Wednesday, January 10, 2018 at 4:00 p.m. in Professional Development Room #1.