



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

---

## 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 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.