



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 by Deanna Markle on January 8, 2020 at 9:06 a.m. at the Cajon Valley Union School District.

Members Present: Victor Garcia, Susan Holtz, Robert (Bob) Kiesling, Peter Lupo, and Deanne Markle. Apologies: Steve Devan and Sheri Runyen

District Staff: James Beard, Scott Buxbaum, Sharon Clay, Sharon Dobbins, Louise Gibson, Jon Guertin, Vickie Hayman, Lisa Krueger, and Mark Mendoza.

WELCOME AND ROLL CALL

Deanne welcomed everyone and thanked them for their attendance.

APPROVAL OF MINUTES

The minutes from the October 9, 2019 meeting were approved on a motion made by Bob Kiesling, seconded by Victor Garcia, and carried 5-0.

PROJECT UPDATES

Sharon indicated that the new modular classroom project at Anza has been completed. The new 2-story building project at Johnson went out to bid in December, and there was a good response. The project was awarded to NexGen Building Group and work began over winter break. Completion/occupancy is scheduled for August 2020. James added that the four portable classrooms in the footprint of the new building were removed. Five more portables will be removed once construction is complete.

Naranca Elementary School's modular classroom building project is under design. This project is expected to go out to bid in May or June. Construction should start in June or July, with completion in January 2021.

BUDGET UPDATES

Sharon reviewed the following budget information:

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. Most projects are closed with savings moved to the contingency budget. The security lighting project is underway; Anza still has a few small additional items to be done before the budget is closed out. With bidding complete at Johnson, the project is well under-budget by approximately \$1.5 Million, which will be moved to contingency. We use approximately \$800,000 of the contingency funds to increase the project budget for Naranca (which is still in design). This will allow for the replacement of seven portables with permanent classrooms and adding small group instruction spaces and restrooms.

Prop EE Bond Fund: These reports showed the Bond authorization (issued and remaining), as well as revenues and expenditures. As of the 1/07/20 report date, there was an uncommitted fund balance of \$6,445,776, with remaining authorization of \$7,000,000.

Jon shared information regarding the Apple replacement program, adding that they have new software and all devices are encrypted, and the new cases are enabling the Chromebooks to last longer. He continued that program management costs are kept low by conducting the maintenance in-house.

FACILITIES MASTER PLAN

Sharon reviewed the projects identified in the Facilities Master Plan and discussed the prioritization process. She highlighted that the District worked with a financial advisor to size a new bond measure so that the highest priority projects, such as security and replacement of portable classroom buildings, can be completed without raising property taxes above current rates. This measure will be on the March 3, 2020 ballot.

2020 BOND MEASURE

Sharon explained that the District's plan for the new bond program, Prop L, was presented to the San Diego County Taxpayers Association (SDCTA). SDCTA has endorsed Prop L and signed the ballot argument in favor of the bond measure.

Scott shared that a recent poll indicated approximately 65% of Cajon Valley voters are in support of the bond. Sharon continued that the District is not fund-raising for contributions to advocate for the bond. This is a 'grass-roots' effort, with no active campaigning.

Scott added that a flier is being distributed to the community in a few weeks, detailing the facts of the bond. There will also be a FAQ put on the District's website, and shared with parents via "PeachJar".

ANNUAL COC REPORT TO THE COMMUNITY

Sharon will send via email to each committee member a draft of the annual report by the end of the week to review. Any changes should be sent to Sharon, so that the report can be finalized by mid-February.

ANNUAL BOND AUDIT REPORT

Sharon shared that the annual performance and financial audit is presently being conducted. The auditor is expected to attend the next meeting in April to present the audit report. The report will be emailed to COC members prior to the meeting.

DISCUSSION/OTHER

None

ADJOURNMENT

The meeting was adjourned at 09:45 a.m.

NEXT MEETING

The next COC meeting is scheduled for Wednesday, April 8, 2020 at 9:00 a.m. in Professional Development Room #1.