



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 Sheri Runyan on May 11, 2022 at 03:32 p.m. via Zoom.

Members Present: Susan Holtz, Robert (Bob) Kiesling, Peter Lupo, Sheri Runyan, and Loree Trimm.
Apologies: Steve Devan and Joe Wade.

District Staff: Chris Ayers, James Beard, Sharon Dobbins, Vickie Hayman, and Lisa Krueger.

WELCOME, ROLL CALL

Sheri called the meeting to order and welcomed everyone, thanking them for their attendance. Sharon introduced the new Planning Technician, Chris Ayers, sharing that Esmeralda accepted a new position with the Chula Vista Elementary School District. She also shared that James Beard is retiring in June (2022) and John Heredia, coming to us from the Chula Vista Elementary School District, has been hired as the new Director of Facilities, Maintenance and Operations.

APPROVAL OF MINUTES

The minutes from the November 10, 2021 meeting were approved on a motion made by Bob, seconded by Sheri, and carried 5-0.

ANNUAL REPORT AND BOND AUDIT

Sharon reviewed the draft annual report and final bond audits, noting the audit results were favorable with no incidents of non-compliance.

It was suggested that the annual report cover letter include wording related to the audits being independent and performed in accordance with the Governmental Accounting Standards Board. In addition, Loree requested that the spelling of her first name be changed to "Lori" on the report, since that is her legal name. Sharon confirmed that she would make these changes.

2021 projects included the Naranca Elementary classroom building project, exterior security lighting, concrete replacements, and classroom technology (Prop EE).

Sharon discussed the projects identified in the report that are planned for 2022:

- Erosion Control: will be installed at Crest and Rios Elementary Schools.
- Middle School Locker Room Upgrades: upgrades will be made to all middle school locker rooms for safe egress and compliance with current code.
- Security Lighting: the District-wide exterior security lighting project will continue until all campuses are complete. Final completion is expected by summer 2022.
- Contingency: Remaining contingency/project savings will be used for additional high-priority projects.

Sharon reviewed the graphs from the last few pages of the Annual Report, noting that the financial information is as of June 30, 2021, which is the date of the audit report.

Bob inquired about the state funding. Sharon explained that only two of the current bond program projects (Rancho San Diego and Vista Grande Elementary School) received state modernization funds. However, approximately 20 schools will become eligible over the next few years if the District is able to provide matching funds. Project savings/contingency funds may be used to complete an updated facilities master plan.

BUDGET AND PROJECT UPDATES

Sharon reviewed the educational technology bond fund, sharing that, of the original \$20 million bond authorization, \$13 million has been issued and there is \$7 million in remaining authorization. As of the 5/10/22 report date, there was an uncommitted fund balance of \$6,153,838. The District has been able to use federal stimulus funds to purchase technology devices for students, which is stretching the bond dollars further than originally anticipated. It will be necessary to refund a portion of the interest earnings (arbitrage).

Sharon further reviewed the Consolidate Budget Status Report for the construction bond fund. Bob inquired about the remaining project funds. Sharon explained, at the close of the fiscal year, budgets will be closed for completed projects and project savings will be moved to contingency. However, funds are never spent directly from the contingency budget. Instead, when a high-priority project need is determined, a budget adjustment is made and shared with the Committee to move funds from contingency to a specific project budget.

A portion of the savings (\$25,000) from the Johnson Elementary Classroom Building project will be left in the project budget for land improvements related to “Connecting Children to Nature”. This program is offering support for outdoor learning environments and play connected to nature in urban areas. The Principal and Sharon have attended some world-wide Zoom workshops with other school districts that are involved with this program. The City of El Cajon is supporting this as well, providing free labor and free garden boxes. The remaining funds will be moved into contingency.

Closeout of the Naranca project is being held up due to an issue related to the Helix water line and damaged PVC pipe. The work is completed; however, costs are being negotiated. Once this is settled and closed, the remaining funds will be moved into contingency.

2022/2023 MEETING CALENDAR

Sharon proposed that semi-annual meetings be held in the future on the first Wednesday in October and April; this would be October 5th and April 5th. The members felt that this was acceptable. Sharon will provide a revised calendar and a copy of the updated Annual Report to the Community.

MEMBER TERMS

Sharon reviewed members’ terms. Each member is allowed to serve three consecutive 2-year terms (6 years). Bob, Peter, Sheri, and Steve are all in their third term. The end dates are – **Peter: 1/31/23**, **Bob: 5/31/23**, **Steve: 5/31/24**, and **Sheri: 12/31/24**. The construction bond program is expected to continue into the summer of 2023; however, the educational technology bond program is expected to continue for a few more years.

ADJOURNMENT

The meeting was adjourned at 4:11 p.m.

NEXT MEETING

The next COC meeting is Wednesday, October 5, 2022.