



Cajon Valley Union School District
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Citizens' Oversight Committee (COC) of the Cajon Valley Union School District

Minutes Adopted

1. CALL TO ORDER

The meeting of the Citizens' Oversight Committee was held on October 28, 2009 at 4:00 p.m. at Cajon Valley Union School District.

Members Present: Victor Garcia, Kirk Gentry, Linda Voight, and Craig Wollitz.
Apologies: John McTighe, Tamara Otero.

District Support Staff: G. Wayne Oetken, Sharon Dobbins, Susan Olinger, John Forrest, Sue Miller, Suzy Gavillan, and Beatriz Konzen.

2. WELCOME AND ROLL CALL

Sharon Dobbins welcomed members and staff.

3. APPROVAL OF MINUTES

The minutes from the July 22, 2009 meeting were approved on a motion made by Victor Garcia, seconded by Craig Wollitz and unanimously carried.

4. COC MEMBER VACANCY

Sharon announced the resignation of Thomas Varallo, due to a serious illness in his immediate family. The committee expressed their concern for Tom and his family.

The vacancy was advertised beginning on September 28 and will continue to be advertised through the application deadline of October 29. The District has received one application. The selected candidate will be appointed at the November 17, 2009 Governing Board Meeting.

5. ANNUAL REPORT

Sharon informed members that Wilkinson Hadley King & Co. LLP has begun the annual, independent fiscal and performance audits for the 2008/2009 fiscal year (ending 6/30/09) per Proposition 39 requirements. Completion of the audit is expected by November 15, 2009. A special COC meeting will be held in December to review the audit results and the draft annual report.

6. BUDGET UPDATE

Sharon reviewed the cash flow report, budget report, and purchase order report. All completed projects, at this point, have been completed under-budget, which will increase the overall program contingency.

7. PROGRESS REPORT

John Forrest and Sharon Dobbins apprized members of the projects' progress:

- The plans and specifications for the electrical upgrades at Chase and Madison Elementary Schools and Emerald Middle School are complete.
- DEC Engineers are developing plans and specifications for the Heating, Ventilation, and Air Conditioning (HVAC) replacements at Chase, Flying Hills, Fuerte, Johnson, Madison, Magnolia, Meridian, Naranca, and Rios Elementary Schools. Installation will begin in the summer of 2010.
- Sprotte + Watson Architecture and Planning and Hamann Construction are working together to complete the plans and specifications for the new Gymnasium at Greenfield Middle School. Construction is scheduled to begin the summer of 2010, with completion in the summer of 2011.
- The Augustine Company was recently awarded the construction bid for the new Flying Hills Multi-Purpose Building. Construction is in progress, project completion is scheduled for February 28, 2010.
- Sprotte + Watson Architecture and Planning and West Coast Air are working on plans and specifications for the Cajon Valley Middle School Phase IV rebuild project. Construction is scheduled to begin in the summer of 2010, with completion in the summer of 2011.
- Security camera installation at Avocado Elementary School has been completed. A design proposal is being prepared by the engineer to install security cameras for the middle schools. Project completion is scheduled for summer 2010.
- The District's Educational Technology Committee and Capital Program Management are working together to review and update recommendations for the District-wide technology upgrades.
- The installation of shade structures, which is part of the Vista Grande Modernization project, is being completed ahead of schedule for health and safety reasons. This work will be completed over winter break.

RECAP OF PROJECTS COMPLETED:

- Playgrounds were upgraded at Anza, Meridian, Naranca, & W.D. Hall. Playground. Options are being reviewed for the playground upgrade at Blossom Valley.
- A new waterline was constructed at Meridian Elementary School.
- Fencing was installed at Anza Elementary School.
- Clock systems were upgraded at Anza, Chase, Fuerte, Johnson, Madison, Magnolia, Meridian, Naranca, and W.D. Hall Elementary schools and Emerald, and Greenfield Middle Schools.

8. QUESTIONS / ANSWERS / COMMENTS

There were no other questions.

9. ADJOURNMENT

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

**Note, a special meeting will be held in December, date to be determined.*