

**Citizens' Oversight Committee  
of the Cajon Valley Union School District**

**Wednesday, August 12, 2020  
1:00 PM**

**Location: Zoom**

<https://cajonvalley.zoom.us/j/97256374135?pwd=dUNpT1cyVGcrazAraWVsUXgzakpuQT09>

Meeting ID: 972 5637 4135

Password: AVtdkMvhE6

**MEETING AGENDA**

- 1. Call to Order**
- 2. Welcome and Roll Call**
- 3. Approval of Minutes**
- 4. Budget Updates**
- 5. Project Updates**
- 6. November 2020 Bond Measure (PROP "T")**
- 7. Future Meetings**
- 8. Discussion/Other**

*Next meeting:* TBD



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 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.



**DATE:** July 10, 2020

**To:** The Citizens' Oversight Committee

**From:** Sharon Dobbins/ Director, Long-Range Planning

## Bond Program Update

### PROJECT STATUS

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#### EMERALD MIDDLE SCHOOL

Work is underway to remodel Emerald's old administrative offices to be used for the Assistant Principal and the Knight Academy. This is the final phase of Emerald's new building project.

#### JOHNSON ELEMENTARY SCHOOL/NEW 2-STORY CLASSROOM BUILDING

Construction of Johnson's new two-story, nine-classroom building is nearly complete. The building will be occupied in mid-August 2020. Removal of old portable classrooms and site work will continue through September 2020.

#### NARANCA ELEMENTARY SCHOOL/NEW CLASSROOM BUILDINGS

The bidding process has begun for the new classroom buildings at Naranja. Construction was originally scheduled to begin this summer; however, it is being postponed to December due to a required fire hydrant and water main, which is currently being added to the plans. The new water main will run from the far side of Naranja Avenue, through the parking lot and across the asphalt play area to the new hydrant located toward the back of the campus, near the new buildings. Beginning this work over winter break will be less disruptive to the campus. Occupancy is expected in mid-August 2021.

#### SECURITY LIGHTING

Exterior LED lighting is currently being installed throughout the District.

## **SIDEWALK UPGRADES**

Greenfield Middle School's sidewalk replacement project was awarded to Zoran Construction Group. Work has begun and should be completed in August.

## **BUDGET STATUS**

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Budget status reports are attached for the construction bond program (Prop C) and the technology bond program (Prop EE). These reports are marked "draft" and dated 6/29/2020 because we are waiting to ensure all June invoices are received and accrued before finalizing the fiscal year-end financial reports.

## **POSSIBLE NOVEMBER 2020 BOND MEASURE**

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At a special Board meeting on July 16, 2020, the Board will consider placing a bond on the November 3, 2020 ballot in order to continue the District's capital improvement program. The proposed resolution would authorize a \$125 million bond measure. This is substantially reduced from the previous \$220 million measure, which was proposed in March 2020. This measure will extend, but not increase the current property tax rate.

## **NEXT MEETING**

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I will contact COC members to set up a time for a Zoom meeting to discuss the information in this report. In the meantime, please contact me if you have any questions.

Sharon Dobbins  
Director, Long-Range Planning  
(619) 588-3016  
dobbins@cajonvalley.net



## Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

**Budget vs. Commitments and Expenditures**  
As of: 6/30/2020

Project Name	Budget	Commitments		Expenditures		
	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed	Remaining Against Budget
D-7501 Water Line Replacement	54,892	54,892	-	54,892	-	-
D-7502 Security Cameras Upgrades	1,124,637	1,124,637	-	1,124,637	-	-
D-7503 Clock Systems Upgrades	76,507	76,507	-	76,507	-	-
D-7504 Playgrounds Upgrades	290,102	290,102	-	290,102	-	-
D-7505 GMS Gym/MP Bldg	13,035,706	13,035,706	-	13,035,706	-	-
D-7506 Electrical Upgrades	930,567	930,567	-	930,567	-	-
D-7507 CVMS New 2-Story Classroom Bldg	14,630,360	14,630,360	-	14,630,360	-	-
D-7508 HVAC	10,600,802	10,600,802	-	10,600,802	-	-
D-7509 FH MPR Remodel	587,462	587,462	-	587,462	-	-
D-7510 VG Modernization	4,598,383	4,598,383	-	4,598,383	-	-
D-7511 RSD Modernization	4,469,732	4,469,732	-	4,469,732	-	-
D-7512 Technology Infrastructure	26,725,961	26,725,961	-	26,725,961	-	-
D-7513 Lexington Reconstruction	31,117,584	31,117,584	-	31,117,584	-	-
D-7515 EMS Gym/MPB, Admin & Kitchen	12,922,592	12,894,501	28,091	12,871,936	22,565	50,656
D-7516 MMS Gym/MPB & Renovations	12,199,114	12,199,114	-	12,199,114	-	-
D-7518 Erosion Control	65,000	-	65,000	-	-	65,000
D-7519 Fencing	1,311,138	1,311,138	-	1,311,138	-	-
D-7522 Parking Lot Upgrades	219,869	219,869	-	219,869	-	-
D-7524 Minor Renovations	314,945	314,945	-	314,945	-	-
D-7525 Security Lighting	400,400	183,515	216,886	183,515	-	216,886
D-7526 Sidewalk Upgrades	500,000	440,990	59,010	91,357	349,633	408,643
D-7527 Window Replacements	220,320	220,320	-	220,320	-	-
D-7528 Educational Technology	1,800,000	1,800,000	-	1,800,000	-	-
D-7529 MG New Classroom/Renovations	8,339,131	8,339,131	-	8,339,131	-	-
D-7531 AN New Classroom & Renovations	4,976,430	4,643,756	332,674	4,643,756	-	332,674
D-7532 JO New Classroom & Renovations	10,194,550	8,518,136	1,676,414	6,319,755	2,198,381	3,874,795
D-7533 NA New Classroom & Renovations	4,742,354	3,274,239	1,468,115	717,310	2,556,929	4,025,044
D-7540 Lighting Retrofit	587,709	587,709	-	587,709	-	-
D-7599 Contingency	1,084,443	-	1,084,443	-	-	1,084,443
D-7599 Program Management	4,350,000	3,660,724	689,276	3,651,542	9,182	698,458
<b>Totals</b>	<b>172,470,689</b>	<b>166,850,781</b>	<b>5,619,909</b>	<b>161,714,091</b>	<b>5,136,690</b>	<b>10,756,598</b>

Report Date: 06.30.2020

EDUCATIONAL TECHNOLOGY BOND FUND 2110 (PROP EE)  
07/01/2016 - 06/30/2020

DATE	BONDS AUTHORIZED	BONDS ISSUED	REMAINING AUTHORIZATION
Nov-16	20,000,000		20,000,000
Mar-17		6,000,000	14,000,000
Oct-19		7,000,000	7,000,000
<b>TOTALS</b>	<b>20,000,000</b>	<b>13,000,000</b>	<b>7,000,000</b>

	REVENUE	EXPENSES	FUND BALANCE
PROP EE PROCEEDS	13,000,000.00		13,000,000.00
INTEREST EARNED	234,287.07		13,234,287.07
EXPENSES		\$ 7,101,522.71	6,132,764.36
<b>TOTALS</b>	<b>13,234,287.07</b>	<b>7,101,522.71</b>	<b>6,132,764.36</b>

Encumbrances \$ -

**Available Balance (Fund Balance less Encumbrances): \$ 6,132,764.36**

Report Date: 06.30.2020

**EDUCATIONAL TECHNOLOGY BOND FUND 2110 (PROP EE) EXPENSES**

PO/Ref #	Vendor Name	Description	Total Authorized Fund 2110 Amount	Check Date	Expenditures					Encumbrances
					16/17	17/18	18/19	*19/20 to date	Total Expenses	
1706014	Apple	Teacher Computers	\$ 240,383.10	5/12/2017	\$ 240,383.10				\$ 240,383.10	\$ -
1707275	Unistar	Student Computers	\$ 16,156.69	6/30/2017	\$ 16,156.69				\$ 16,156.69	\$ -
1704993	Apple	Teacher Computers	\$ 15,919.72	5/30/2017	\$ 15,919.72				\$ 15,919.72	\$ -
1704965	Unistar	Student Software	\$ 28,751.98	5/30/2017	\$ 28,751.98				\$ 28,751.98	\$ -
1705093	Unistar	Teacher Software	\$ 8,171.61	5/30/2017	\$ 8,171.61				\$ 8,171.61	\$ -
1704964	CDW	Chromebook Cabinets	\$ 8,617.78	5/30/2017	\$ 8,617.78				\$ 8,617.78	\$ -
1800530	CDW	Student Computers	\$ 99,599.25	9/8/2017		\$ 99,599.25			\$ 99,599.25	\$ -
1800915	Apple	Teacher Computers	\$ 53,722.27	9/12/2017		\$ 53,722.27			\$ 53,722.27	\$ -
1800574	Troxell	Classroom Technology	\$ 286,718.55	9/26/2017		\$ 286,718.55			\$ 286,718.55	\$ -
1800576	Pathway Comm	Classroom Technology	\$ 2,273.21	10/3/2017		\$ 2,273.21			\$ 2,273.21	\$ -
1800575	CDW	Classroom Technology	\$ 19,848.72	10/3/2017		\$ 19,848.72			\$ 19,848.72	\$ -
1801667	CDW	Student Computers	\$ 67,698.50	10/3/2017		\$ 67,698.50			\$ 67,698.50	\$ -
1801864	CDW	Student Computers	\$ 617,825.25	12/8/2017		\$ 617,825.25			\$ 617,825.25	\$ -
1803010	FIREFLY	Student Computers	\$ 29,038.25	12/21/2017		\$ 29,038.25			\$ 29,038.25	\$ -
1805873	FIREFLY	Classroom Technology	\$ 1,060.47	5/8/2018		\$ 1,060.47			\$ 1,060.47	\$ -
1805564	Apple	Student Computers	\$ 318,396.63	5/8/2018		\$ 318,396.63			\$ 318,396.63	\$ -
1805597	Troxell	Classroom Technology	\$ 1,390.32	5/24/2018		\$ 1,390.32			\$ 1,390.32	\$ -
Claims & Returns		Claims & Returns	\$ (6,523.34)			\$ (3,160.88)	\$ (3,362.46)		\$ (6,523.34)	\$ -
1806668	EN-NET SERVICES, LLC	Student Computers	\$ 194,850.00	8/24/2018			\$ 194,850.00		\$ 194,850.00	\$ -
1900092	CDW GOVERNMENT	Student Computers	\$ 1,217,041.88	1/17/2019						
1900686	APPLE INC.	Teacher Computers	\$ 131,082.40	2/21/19			\$ 1,217,041.88		\$ 1,217,041.88	\$ -
1900916	CDW GOVERNMENT	Teacher Computers	\$ 131,082.40	9/7/2018			\$ 131,082.40		\$ 131,082.40	\$ -
1900916	CDW GOVERNMENT	Student Computers	\$ 1,633,320.00	1/4/2019			\$ 1,633,320.00		\$ 1,633,320.00	\$ -
1901422	TROXELL COMMUNICATIONS	Classroom Technology	\$ 21,100.73	10/12/2018			\$ 21,100.73		\$ 21,100.73	\$ -
1902607	CDW GOVERNMENT	Student Computers	\$ 119,041.31	3/12/2019						
1902611	CDW GOVERNMENT	Student Computers	\$ 119,041.31	06/21/2019			\$ 119,041.31		\$ 119,041.31	\$ -
1902611	CDW GOVERNMENT	Student Computers	\$ 3,031.00	12/20/2018			\$ 3,031.00		\$ 3,031.00	\$ -
Claims & Returns		Claims & Returns	\$ (3,562.38)	2/14/2019			\$ (3,562.38)		\$ (3,562.38)	\$ -
Claims & Returns		Claims & Returns	\$ (1,991.62)	2/22/2019			\$ (1,991.62)		\$ (1,991.62)	\$ -
Claims & Returns		Claims & Returns	\$ (12,547.16)	3/22/2019			\$ (12,547.16)		\$ (12,547.16)	\$ -
1906278	TROXELL COMMUNICATIONS	Classroom Technology	\$ 7,193.22	5/10/2019			\$ 7,193.22		\$ 7,193.22	\$ -
Claims & Returns		Claims & Returns	\$ (4,311.81)	6/4/2019			\$ (4,311.81)		\$ (4,311.81)	\$ -
Claims & Returns		Claims & Returns	\$ (4,837.71)	6/14/2019			\$ (4,837.71)		\$ (4,837.71)	\$ -
Claims & Returns		Claims & Returns C/L	\$ (1,330.73)	6/30/2019			\$ (1,330.73)		\$ (1,330.73)	\$ -
Claims & Returns		Claims & Returns C/L	\$ (1,490.54)	6/30/2019			\$ (1,490.54)		\$ (1,490.54)	\$ -
12000095	AREY JONES	Student Computers	\$ 770,349.14	10/4/2019				\$ 770,349.14	\$ 770,349.14	\$ -
12000191	AREY JONES	Student Computers	\$ 834,099.53	10/30/2019				\$ 834,099.53	\$ 834,099.53	\$ -
12001046	AREY JONES	Student Computers	\$ 98,310.54	3/10/2020				\$ 98,310.54	\$ 98,310.54	\$ -
12004460	Apple	Teacher Computers	\$ 286,267.13	2/11/2020				\$ 286,267.13	\$ 286,267.13	\$ -
Claims & Returns		Claims & Returns	\$ (2,682.34)					\$ (2,682.34)	\$ (2,682.34)	\$ -
12006927	Amazon	Classroom Technology	\$ 470.89	03/18-19/2020				\$ 470.89	\$ 470.89	\$ -
12006917	DIGITAL NETWORKS	Classroom Technology	\$ 9,070.27	5/4/2020				\$ 9,070.27	\$ 9,070.27	\$ -

**TOTALS** **\$ 7,101,522.71** **\$ 318,000.88** **\$ 1,494,410.54** **\$ 3,293,226.13** **\$ 1,995,885.16** **\$ 7,101,522.71** **\$ -**