

**CITIZENS' OVERSIGHT COMMITTEE
MEETING MINUTES
October 14, 2002**

Chairman Al Valdez called the meeting to order at 4:59 p.m. with Glenn Duncan, Gerald Bruce, Maurice Ayala, Gary Ovitt, Michael Calta, Stuart Holland, Andy Anderson, Roger Larkin, Gary Larson and Dr. Andersen present. Geoffrey VandenHeuval arrived at 5:05 p.m.

1. Review/Approval of Minutes, September 23, 2002

After reviewing the minutes, Mr. Ayala objected to the sentence on page two, second line, "They are a good mechanism to raise money for education at no cost to taxpayers," referring to the state bond. After some discussion, Mr. Duncan made a motion to accept the minutes minus that sentence, and Mr. Larson seconded the motion.

2. Review/Discuss Construction Comments of WLC

Mr. DiCamillo from WLC Architects distributed notebooks his firm prepared for the committee members. There is a section with information about the members and a section for meeting minutes and information. An aerial photography company photographed the schools in the district, and WLC prepared individual pictures of each site, identifying one street, with the bond projects of each school listed on respective photographs. He suggested putting these pictures on the committee website. The notebook also has cost estimates and a glossary of terms used in public school construction.

Update on architect's activities:

- Meeting at Don Lugo every week on Tuesdays with individual departments and periodic meetings with all departments to provide feedback.
- Walnut Elementary, the other major modernization in progress, plans virtually complete and the few new construction pieces virtually complete, drawings to DSA. A Walnut presentation was suggested for the next meeting.
- Progress on Wickman/Rhodes: completed bidding, goes to Board Thursday night. Projects are well under budget, district is getting good value for dollar on these schools.

Mr. Larson had a question about an article in the paper about the state reducing standards for school construction. The architect explained that school district buildings have to go through the Field Act, therefore they have a heightened factor of safety for earthquake reliance. Because some of the urban districts are having trouble acquiring land, they are looking at ways of purchasing existing buildings such as warehouses. Information from the state conference is that it's not likely that they would lower the earthquake safety standards. Public school safety is a key priority of the state.

Mr. VandenHeuval requested information, sequence of events and decision-making chain

regarding the timeline of decisions on the Don Lugo modernization. The architect explained that decisions are made constantly with ongoing discussions, every department brings up new issues. He had a meeting two weeks ago with all departments together. He's had meetings with individual departments and is wrapping up the last of the individual department meetings. Then he will meet with all departments together again so they can collectively understand what's been discussed from the architect and other departments so they can know the goals. District staff is present at all meetings. After that's done in the next couple of weeks, they will have a better idea of the specific needs of every group. They are re-master-planning the campus, reshuffling departments, and will put the departments back together to be more organized. This process will be done within the month.

Mr. VandenHeuval asked when the board becomes involved in the decision-making process. Dr. Andersen and the architect explained that once the site plan is somewhat finalized with preliminary or schematic design, when there is still plenty of opportunity to make changes, it works its way through channels and the board will be apprised of the progress through Friday newsletters. If they have any concerns, they'll let staff know, but that they typically are not involved in the day-to-day decision-making process.

Mr. Duncan shared that his understanding was that the job of board is to approve budget, set basic guidelines, and delegate the day-to-day operations to the staff who are the experts. It's not the board's job to micromanage the district and run the day-to-day operations. Board is kept apprised on expenditures and design features on informational basis. If an individual board member has a question or concern, they will raise it, which could give rise to an action item if there is a major concern. He thinks the oversight committee's job is to make sure the money is being spent on the proper projects, not to decide where, what; those are all board decisions. He suggested that the committee receive copies of the board's Friday newsletters.

Mr. Calta read from the by-laws and thought the committee should get more detail and at least look over plans or receive a presentation. He's interested in the plans at Don Lugo for two classes being provided for severely handicapped students and what kind of input is being given from the special education department. He feels they will need proper bathroom facilities over and above ADA standards with a shower in the corner, larger basin than usual, washing machine and dryer hookups, not just stainless steel bars around the toilet. His information is that SELPA will be using facilities at the Don Lugo campus for severely handicapped students.

It was suggested that committee members could observe the department meetings or adopt individual schools to gather information and report back to the other committee members. On the other hand, there was a concern that committee members need to be careful that their involvement will not slow the process down. The suggestion was made that the committee members rely on the architect to keep them apprised of how decisions were reached at the sites. It was also stated that several members feel it is important for the committee to understand the process of how decisions are made and be able to attend meetings if they choose. Interested members were encouraged to contact Beth

Bartholomew, the science chair at Don Lugo, if they would like to attend meetings.

Mr. Anderson said he doesn't personally see the need to participate in the meetings and felt the others can if they want. The level he's interested in is when they start putting numbers to projects. He felt it is important as committee members to be able to say of all the projects identified that the district did everything it could to utilize the funds in the best manner possible. It's going to support the students of the school district and each school and he'd like to see the numbers come in under what has been budgeted on all projects.

There was discussion regarding the budget, or funding allocation from the state, of approximately \$14 million each for Wickman and Rhodes elementary schools and that both schools' actual costs are under budget by about \$3 million total. The architect stated that the reason they are under budget is due to planning efficient schools. When these schools were being planned CVUSD was a hardship district and the schools were to be 100% state-funded and had to be designed very efficiently. The district has the opportunity now to add some things to the facilities, like furniture and equipment.

There was further discussion about the funding for the Don Lugo modernization with state money and Measure M bond funds and how they work together to equal an approximate total of \$20 million to spend on Don Lugo, and how to best utilize the funding.

There was discussion of what would happen if Proposition 47 doesn't pass. Dr. Andersen explained that with the first two issuances of bond money, the modernization at Don Lugo was secured, and the district is prepared to pay for the state share and then wait for reimbursement later. Projects are not at risk; the risk is after that. Dr. Andersen explained how Proposition 47 funds would be available to pay for super Wickman, Rhodes, Liberty, Woodcrest Junior High, Walnut/Don Lugo modernization. The rest of the funding available from Proposition 47 will be dependent upon how fast the district can process the applications before the money runs out.

There was a question about Woodcrest Junior High being on the new school construction list and also on the Facilities Assessment Report for \$3.4 million. Dr. Andersen explained that the proposed work at Woodcrest Junior High on the Facilities Assessment Report is for work on the existing modular portable facilities. Some of that work may be offset by the construction of the school. Staff will have to analyze that when they finalize the construction plans to see if there is duplication of effort, especially in expanding the P.E. locker rooms. A lot of projects on the list are things they wanted to do with their existing portables. The new school is going to be a combination of existing modular buildings in addition to new construction.

A question was raised about Chino Hills High School, that it is a brand new school but they are asking for \$2.21 million worth of improvements. Dr. Andersen explained that the state doesn't pay for some of the improvements needed at the school. The pool, tennis courts, etc., are not funded in the hardship program. That's why those projects were

included in the bond so those facilities could be provided for that school. The architect mentioned that the same thing is done at all existing schools; Ayala didn't have pool when it was first built, it came in years later.

A question was raised about Richland elementary/junior high mentioned in the F.A.R., whether it was dropped from the list. Dr. Andersen explained that the Measure M bond was planned to be a bond that will see the district through its capital facility needs for the next decade. The Richland project is quite a ways out. It hasn't been designed yet, haven't acquired the property, but it is a probable need in the latter part of decade.

3. Field Trip Observations

It was decided that the committee members had already discussed some of their field trip observations during the discussion with the architect and no one had further comments on this topic.

4. Construction Schedules

Dr. Andersen provided some documentation regarding construction schedules. For clarification, he mentioned that the bottom sheet on the stapled package was the original Wickman/Rhodes elementary school schedules developed back on April 26. The district did not go with that schedule because they didn't get them on time. Revised schedules are attached to compare consolidations to be done trying to get the schools completed on time. The goal is to get Wickman completed by July 2003 and Rhodes by September 2003, possibly August.

5. Update on Website

Mr. Holland and Mr. Calta distributed two sheets regarding the website and explained the following:

- Proposed welcome page.
- Mr. Holland included his personal email address. \Second page is an example of the information about committee members, alphabetical order, click on names, direct to biography of person
- Links provided to members' email addresses only if they want.
- Need members to email biographies to Stuart and anything else they want, explanation of what segment of the community they are representing, etc.
- Standard length - approximately 200 words for biography.
- Need documents from the district that they want to refer to.
- School sites on CD-ROM, easy to include.
- Architect will send photographs to Dr. Andersen, he will forward to Information Technology.
- IT wants Dr. Andersen to authorize before putting on website.
- When they have it fairly well fleshed out, send to district, put it on website.

- Receipt for 3-year license, Mr. Calta paid, receipt to Dr. Andersen to be reimbursed by district.
- Highlighted words on welcome page will have direct link.
- Will have official committee link.

Mr. Bruce noted that it should be made clear if a community member contacts an individual committee member that the member is responding as an individual and not speaking for the entire committee.

Mr. Holland said members could get another address, like a "hotmail" address, and not use their personal addresses.

Mr. Valdez requested another update for the next meeting.

6. Other Topics/Public Comments

- John Lynde asked Dr. Andersen to let committee members know about "Principal for a Day " on 11/5.
- School district owns some pieces of property that aren't suitable for future school use. Board authorized staff to form surplus sale committee to look at possibility to surplus property. Staff is seeking representatives for the committee. Let Dr. Andersen know if anyone is interested. Law requires 7/11 committees, minimum seven members representing various components of the community: business community, landowners or renters, teachers, administrators, parents of students, persons with expertise in environmental impact. The committee will be hearing findings of the school district in regards to whether properties identified have future school use. Agreement that the property is surplus allows the district to dispose of property in some manner, sale, trade, etc. Mr. Duncan, Mr. Larson, Mr. Valdez, and Mr. Calta were interested in serving on this committee.
- There was a question from the public about the Richland property and the person was informed that the district does not own the property.
- Dr. Andersen asked if the committee would like to take a position on Proposition 47. Mr. Duncan said he felt it is not within purview of committee and the other committee members appeared to agree.
- Mr. Larkin had a question about the money paid for bleachers. He had emailed Dr. Andersen on the issue. Dr. Andersen passed out information on the board action taken on September 5, 2002, awarding the bid to Southern Bleacher as well as the WLC Architect's estimate on the project. He stated it was not the full answer, needed clarification on what was needed. Mr. Calta asked the reason why it was done sooner rather than later. Dr. Andersen said the bid would have expired within 90 days. The board asked staff to hold off. Once a decision was made to pay for it out of the second issuance, they then approved it.
- Mr. Larkin asked about the costs for the bid process. After some discussion it was determined that only advertisement costs would be paid out of Measure M funds and Mr. Larkin said he didn't need the information requested.

- Mr. Calta asked about what format would be used for the report submitted to the board. It was determined that this should be an agenda item for next meeting. The report will be due July of next year, 2003.
- Mr. Anderson asked if significant issues come to staff's attention, that committee members be informed.
- Mr. Daniel Medrano, a member of the audience, questioned where money for Ayala bleachers would come from and members confirmed it is from Measure M. He had a question about what the district would do with savings and was informed the money is going back to the school for other needs, all for Measure M projects. He asked if more binders were available. No binders were available, but he was informed that it's the committee's intent to make everything in the binders available on the website.
- Meetings to be scheduled for the third Monday of each month. Next meeting will be November 18 at 5:00. Mr. Valdez will be out of town.

Mr. VandenHeuval moved to adjourn, Mr. Bruce seconded. Meeting adjourned at approximately 6:10 p.m.