

**SAN JUAN UNIFIED SCHOOL DISTRICT
BOND OVERSIGHT COMMITTEE (BOC)**

Bella Vista High School

January 30, 2018

6:30 pm



SJUSD BOC MEETING MINUTES

Committee Member	Present	Absent	SJUSD Staff	Present	Absent
Mario Rodriguez– Chairperson – Community at Large	X		Greg Paulo – Board Member	X	
Rebecca Kirk – Community at Large	X		Frank Camarda – Senior Director Facilities, Maintenance & Transportation	X	
William Baker – Community at Large	X		Brett Mitchell – Director Facilities Construction & Modernization	X	
Bronwyn Bateman – Senior Citizen Rep	X		Laura Leet – Facilities Construction Manager	X	
Eric Bakke – Parent Representative	X		Josh Jacobson – Facilities Construction Manager	X	
James Ray - Community at Large	X		Cherie Chenoweth – Accounting Supervisor	X	
Debra Desrosiers – Parent / PTA member	X		Patti Thomas - Administrative Assistant to Brett Mitchell	X	
David Wolfe – Taxpayer Association	X		Keith Reid-Communications	X	
Kip Skidmore - Business Community	X				
Elizabeth Colegrove – Community At Large	X				

Others in attendance: Ronny Kagstrom (KMM), Joy Sisson (Kitchell), Paul Chambers (Kitchell), Jamie Matthews, CPA, Sr. Manager Gilbert Assoc., Peggy Vande Vooren, CPA, Shareholder Gilbert Associates

Call to Order, Roll Call, Quorum Count and Welcome Visitors:

Meeting was called to order at 6:32 pm, by Mario Rodriguez.

Patti Thomas took roll; at nine (9) members present, a quorum was reached.

The minutes from the October 17, 2017 meeting were approved with a motion by Deb Desrosiers and seconded by Eric Bakke.

1. Public Comment

None

2. Announcements – Mario Rodriguez

- Mario welcomed all.

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- Elizabeth Colgrove, the newest committee member, was introduced. She spoke briefly about her San Juan connection (future students) and her role as an attorney for the California Department of Rehabilitation.
- Mario announced the departure of James Ray from the committee. James is part of the initial group. Greg Paulo presented James with a Certificate of Appreciation for his many years on the committee. He stated the people on this committee are very immeasurably qualified. James thanked all and stated that he knows the committee is in great shape. Brett Mitchell thanked James for his service to the committee and stated that he knows a few others that will be termed out soon. He asked that they return so that we can appreciate their services also. Brett also thanked Elizabeth for joining the committee.

3. Staff Announcements – Brett Mitchell

- Statewide budget: Brett turned it over to Eric Bakke. He stated they haven't capped the amount of funding in the budget before. This year is a significant drop compared to the last few years.
- Frank Camarda stated that we filed 2 CTE (Career and Technical Education) applications and have 3 more to file this November. There is no new funding/construction eligibility, only modernization money, and this will go quickly. We are also filing on behalf of the charter schools (under Measure P) – Winterstein, Palisades and Coleman.
- Brett spoke to his handouts. The first handout is a summary of applications for State school facility program grants. This shows our pursuits that we are actively pursuing money for our sites. The second handout is a summary of State school facility modernization program funding eligibility – districtwide summary. Eric stated this is a good snapshot of how we are going to target funds for these programs.
- Mario suggested that we should discuss how we procure design-build construction projects at a future meeting – goods and services; the new bond; the process to applying/receiving state resources.

4. Jamie Matthews, Gilbert Associates – District Annual Audit

- Jaime announced that this is her last audit for the district. She is going to Los Rios. Peggy Vande Vooren will be taking over for her.
- Jaime read over the agreed-upon procedures and findings for the financial audit for each of the Measures. The auditor's responsibility is to make sure all the requirements are being met.
- The Performance Audit is new this year.
- Jamie discussed the process they follow to complete the audit. There were no issues with any parts of the audit.
- Question raised as to what is the emphasis of the audit. Compliance – to make sure the funds are spent correctly.
- Jaime stated that everyone was very cooperative. She thanked all and added that it was a pleasure working with the school district.
- Brett stated that we could not do what we do without the proper support, and thanked Cherie for her hard work.
- *The Financial Statements with independent auditor's reports, along with the Performance Audit on each of the Measures will be included in the minutes to this meeting.*

4. New Items

- The date and location of the next BOC meeting was not discussed.

Meeting adjourned at 7:22 pm.