

CITIZENS BOND OVERSIGHT COMMITTEE MEETING

El Rancho Unified School District

Meeting of the Measure “EE” Citizens Bond Oversight Committee

6:30 p.m.

Student Services/Professional Development Center

9333 Loch Lomond Drive

Pico Rivera, CA 90660

October 2, 2013

MINUTES

1. CALL TO ORDER

The meeting was called to order by Dr. Aurora Villon at 6:00 p.m.

ROLL CALL – Members of the Citizens Bond Oversight Committee

Dr. Aurora Villon, Chairperson

John Chavez, Member (absent)

Vincent Chavez, Member

Esther Mejia, Member

Dr. Teresa Merino, Member

Dr. Linda Vargas, Member (late)

DISTRICT ADMINISTRATION

Martin Galindo, Superintendent

Leticia Covarrubias, Chief Business Officer (absent)

Carlos Jimenez, Director of Maintenance and Operations

2. PLEDGE OF ALLEGIANCE

The pledge of allegiance was led by Dr. Aurora Villon

Visitors – Register No. 04-2013/2014

3. ADOPTION OF MINUTES

Recommendation is made that the minutes of September 4, 2013 be adopted as submitted.

Motion: E. Mejia Second: T. Merino Vote: 4-0 PASSED

4. **DISCUSSION ITEMS**

4.1 Finalize CBOC Handbook - *Leticia Covarrubias (TABLED)*

4.2 CBOC Vacancy /Interview Process – *Mr. Galindo*

Mr. Galindo recommended the process of assembling a committee which could include an administrator, a teacher, a parent, a classified staff member, a community member and one to two CBOC committee members. Candidates will be interviewed and a recommendation will be made.

4.3 Meeting Calendar:

Meeting calendar was distributed and a copy will be emailed or mailed to members not in attendance.

4.4 Debriefing of School Visitations - Obregon, Pio Pico, Selby Grove & Meller:

This item was discussed at the joint meeting with the Board of Education.

4.5 Debriefing of Joint Board of Education/CBOC Meeting & Facilities Master Plan Presentation: The committee agreed that the joint meetings are working and the committee has made great progress from a few months ago. A question was asked as to how the progress of the CBOC and the collaboration with the Board of Education are getting out to the public; conversation turned to the District website. The committee would like to see the CBOC section of the website updated to be more appealing and easier to access. Recommendations were to create more sections which would include listing of CBOC members and their terms, member contact information, post meeting schedule, include separate sections for agendas/minutes, annual reports/audits, CBOC activities, projects in progress and photos. It was also suggested, since not everyone uses the internet, to publicize Bond information in the District newsletter. Mr. Galindo added that joint Board/CBOC meetings are an excellent opportunity to get everyone on the same page, a real collaboration between both bodies.

The committee was in agreement that the facilities master plan presentation was clear and helpful.

4.6 Update of Bond Projects and Bond Expenditures – *Leticia Covarrubias (TABLED)*

4.7 Update of Bungalows for Rivera Elementary – *Carlos Jimenez*

Rivera has a design and the District is ready to get it approved but there is one DSA form that has surfaced as missing affecting the closeout of the Pio Pico project. Until that project is closed, the District cannot get another project started.

4.8 Revisit Recommendations and Critical Questions from CBOC Annual Report *(TABLED)*. The committee was asked to bring their copy of the annual report to

the next meeting. A copy of the letter from bond counsel will be distributed to each committee member.

5. **ADJOURNMENT**

The meeting was adjourned at 6:40 p.m.

Motion: L. Vargas Second: V. Chavez Vote: 5-0 PASSED