CITIZENS’ OVERSIGHT COMMITTEE FOR MEASURE M

September 23, 2014

The Citizens’ Oversight Committee for Measure M met at the Malaga Cove Administration Center at 7:07 p.m. on Tuesday, September 23, 2014. Chairman Tom O’Hern called the meeting to order.

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Members Absent</th>
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<tbody>
<tr>
<td>Tom O’Hern</td>
<td>John Letcher</td>
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<tr>
<td>John Stillo</td>
<td>Joseph Litchfield</td>
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<td>Jill Surace</td>
<td>Tina Quinn</td>
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<td>Julie Trell</td>
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Administrators/Others Present

Don Austin, Superintendent
Lydia Cano, Deputy Superintendent
John Bowes, Assistant Superintendent, Human Resources

C. Approval of the Agenda

Approval of the Agenda was tabled due to a lack of a quorum.

D. Approval of Minutes

Approval of the Minutes for May 29, 2014 was tabled due to a lack of a quorum.

E. Public Communications

No public comments.

F. Information

Mrs. Cano asked the Committee members to introduce themselves to Dr. Austin and Dr. Bowes.
1. **Presentation by Dr. John Bowes on 2014-15 Staffing and Class Size**

Dr. Bowes provided the Committee with the Preliminary Enrollment Comparison 2013-14 to 2014-15 report. He explained that enrollment in K-5 and the 9-12 grade levels is down, but up at the intermediate school level. Overall the District is down 15 students from the 2013-14 school year. The District has Transitional Kindergarten (TK) classes at nine out of the District’s ten elementary school sites. The District’s goal was to keep families enrolled at their home school by adding two additional FTEs (Full Time Employee) this year with the majority of classes at 24:1. The District is currently working on benchmark reports regarding staffing.

2. **Status on Citizens’ Oversight Committee for Parcel Tax (Measure M) - Application**

Mrs. Cano informed the Committee that at its meeting of June 26, 2014, the Board declared the positions on the Committee held by Ms. Kimberly Rutledge and Mr. William Lama as vacant; and approved the revised language (“I understand that attendance at meetings is a requirement of Committee membership unless there are extenuating circumstances”) on the Application for Appointment; and authorized staff to begin the recruitment process for additional Committee members.

Mrs. Cano informed the Committee that the District submitted a press release to the *Daily Breeze* and the *PV News*, but neither newspaper printed the press release. The information along with the application was posted to the District’s website; and as of this meeting, no applications have been submitted. Mrs. Cano encouraged the Committee to seek out interested community members. The Committee requested that the application be emailed to them. A second submittal of the press release will also be sent to the two newspapers.

3. **2013-14 Annual Report to the Board**

Mrs. Cano provided the Committee with its “Final” 2013-14 Annual Report to the Board. She explained that it was prepared by Ms. Rutledge and presented by Mr. O’Hern at the June 26, 2014 Board meeting.

Mrs. Cano informed the Committee that the District covers all volunteers with Workers’ Compensation and Liability Coverage through the District’s insurance carrier, ASCIP. The Committee will be provided the limits of liability coverage.

5. **Presentation by Lydia Cano on 2014-15 Unaudited Actuals**

Mrs. Cano provided the Committee with the Summary page along with Expenditure, Revenue, and Parcel Tax Summary details of the Unaudited Actuals. Copies of the entire Unaudited Actuals book was made available to the Committee members. Mrs. Cano informed the Committee that in the May 29, 2014, Minutes under Item No. 1 - Consumer Price Index - at its meeting of May 8, 2014, the Board approved the 2014-15 adjustment of 2.20% which would be $389.12 per parcel. The calculation should be $390.64, but the amount was adjusted 75 cents to $389.12 to correct for $14,651.25 over collected in 2013-14 with 19,535 parcels paying taxes. Mrs. Cano will provide the Committee with the District’s report that shows all the parcels and exemptions from year-to-year.

6. **Adopted 2014-15 Meeting Dates**

The adopted meeting dates were presented as an information item.

G. **Discussion/Action**

1. **Communications Subcommittee Report**

   The Communications Subcommittee had no report.

2. **Reports from Committee Members**

   No reports from Committee members.

   Chairman O'Hern asked Dr. Austin, Superintendent of Schools, to address the Committee. Dr. Austin acknowledged the wonderful support that the community gives the District. He informed the Committee that the following has been posted under the Budget tab on the District’s website: last 3-years of the Adopted Budget, Unaudited Actuals, Interims; and EPA Account (Prop 30).

3. **Topics for Future Agenda Items**

   Enrollment Update
   Technology Update
   Update on the Funding Formula and Revenue Sources
Up-to-Date Common Core Spending Plan

The Committee requested that Mrs. Cano contact legal counsel to determine if a Committee member cannot attend the scheduled meeting, if teleconferencing is allowed.

H. Adjournment

The meeting adjourned at 8:08 p.m.

Lydia Cano
Deputy Superintendent

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