

CITIZENS' OVERSIGHT COMMITTEE (COC) MEETING MINUTES

PASO ROBLES JOINT UNIFIED SCHOOL DISTRICT

Tuesday, February 20, 2018

PRJUSD District Office – Large Conference Room

800 Niblick Road, Paso Robles, CA 93446

Chair Rollins called the meeting to order at 5:06 p.m. followed by the flag salute.

Attendance

Committee members present: Bob Rollins, Denise Wakefield, Shelley Gurney, Kristin Kearns, Patrick Sayne, EdD (arrived late)

Absent: Alanna Davidson, Frances Lagattuta, M.D., John Fisher, Don Goldammer

Staff: Chris Williams Cheryl Mollan, Monica Silva

Vacancies: Tax Payers Association

Approve Agenda

A motion was made to approve agenda for the December 18, 2017 meeting.

MOTION: Kearns/Wakefield

Motion carried 4-0

Public Comments

None

Consent Agenda

A motion was made to approve the Minutes of December 18, 2017 meeting.

MOTION: Kearns/Gurney

Motion carried 4-0

Committee Member Patrick Sayne, EdD, arrived to the meeting.

Review Draft of Citizens' Oversight Committee Measure M Annual Report to the Community

Vice-Chair, Wakefield introduced the draft COC Measure M Annual Report to the Community by first stating that, unfortunately John Fisher could not be present to take part in introducing the report to the Committee as he had just undergone surgery a couple days ago. Wakefield also mentioned that Dr. Lagattuta never made it to the subcommittee that was created to draft up this report, he was unable to get a hold of. Chair Rollins agreed, stated that he too tried to get a hold of Dr. Lagattuta and no luck. Chair Rollins thanked both, Wakefield and Fisher for putting together the draft report for the Committee. Wakefield shared that she and Fisher researched other similar district reports and laid out the foundation from other districts. She shared samples of other Districts' Annual Reports with the Committee.

The Committee took a brief recess, from 5:25-5:35 p.m.

The following are comments made regarding the report:

1. Projects completed section, should read, K-8 and not Flamson Middle School.
2. Define Anticipated Note.
3. Pictures section at the end of the report will be provided by Chery Mollan.
4. Financial and Performance Audit Summary for FY16/17 is needed to be attached (Monica will provide Auditor [VTD] information to Wakefield to request a letter regarding activity on Measure M through end of June 2017).
5. Wakefield will work with district staff to get the report in a Community friendly format.
6. Suggestion was made to specify Projects in Planning section. Dr. Sayne didn't think this was wise as the Committee's role is to address details to Measure M's financial expenditures more than the details involving the project itself. No changes there other than to correct the pool size.

Superintendent, Williams applauded Wakefield and Fisher for a job well done on the report and its format. He shared that the report once approved by the Committee can be distributed with the assistance of district staff (Peachjar). Wakefield suggested via a utility bill, Superintendent didn't think that was a good ideas as community these days with online technology get paperless billing now. Another possibility was to send out together with a mailer that the district will run in the next couple of weeks or so. Wakefield to communicate with district staff when report is ready for distribution.

The report is to be brought back to the next meeting of March 19, as a final version for approval.

Member Comments

Chair, Rollins reviewed the terms of the existing Committee members and mentioned that, Davidson was no longer a part of the Committee, same goes for member, Goldammer, as there has been an excess of missed meetings. Davidson encountered a family issue which needs to be attended to and cannot meet at certain meetings. She was a two-year term and will leave a vacancy representing the “parent with child currently enrolled in district and active in a parent/teacher association. Goldammer was a one-year term, representing, “parent with child currently enrolled in district. Currently, we have another two-year term member that fills the “parent with child currently enrolled in District” on board. Chair, Wakefield, is a one-year term, “member-at-large”, Dr. Lagattuta is a two-year member “parent with child currently enrolled in district”, Fisher is a one-year term, “member-at-large”, Kearns is a two-year term, “parent with child enrolled”, Gurney is a two-year term, “active in business organization” and Dr. Sayne is a one-year term, “senior citizen organization”, which he’s announced that he will resubmit an application to continue on a second term on the committee. Taxpayers’ Association seat vacancy continues.

The required number of member is seven (7). Recruitment must continue. Dr. Sayne said he would announce to Rotary members. School site visits to the parent/teacher organizations is a suggestion to announce vacancies on the committee. Notice through Peachjar, a district poster/flyer distribution avenue was also suggested.

No other member comments.

Future Agenda Items – March 19, 2018

Approval of Measure M Annual Report to Community
Approval of Financial and Performance Audit
Approval of Measure M Annual Report distribution and posting locations
Appreciation Certificates to exiting Committee Members
Welcome New Committee Members
Appointment of Officers
Orientation of the Brown Act
Review of ByLaws
Introduction of Roles & Responsibilities
Introduction of Measure M Projects
Establish Meeting Dates & Times
Revise Agenda Format

Adjourn Meeting

A motion was made to adjourn the meeting.

MOTION: Wakefield/Gurney

Motion carried 5-0

Meeting adjourned at 5:54 p.m.