

LA HABRA CITY SCHOOL DISTRICT
 Minutes of the Bond Oversight Committee Meeting
 Imperial Middle School
 1450 S. Schoolwood Drive
 La Habra, CA 90631
 March 4, 2015

Call to Order	The meeting was called to order at 4:38 p.m. by Anita Lomeli.
Board Members	<p>Bond Committee Members Present: Eileen Okazaki, Community At-Large Dan Casey, Senior Citizen’s Organization Anita Lomeli, Parent Morrison Clements, Community At-Large</p> <p>Bond Committee Members Absent: Nancy Landa, Parent/PTA Mark Lawton, Tax-Payer Group Vincent Sinohui, Business Representative</p>
Administrators	<p>Administrators Present: Susan Belenardo, Superintendent Karen Kinney, Chief Business Official</p>
Others	<p>Others Present: Yuri Calderon, Chief Operating Officer of Caldwell, Flores, Winters, Inc. Patricia Raphael, Program Manager, of Caldwell, Flores, Winters, Inc.</p>
Election of Committee Vice Chair	Anita Lomeli called a motion to nominate Dan Casey as the Vice Chair of the Oversight Citizen Committee; the motion was seconded by Morrison Clements. Motion was unanimously approved 5-0. Dan Casey resumed the meeting in the absence of Chair, Mark Lawton.
Construction Progress Tour	Imperial Middle School Principal, Cathy Seighman walked committee members through the campus to view the progress of recent construction projects.
Approval of Minutes	<p>A motion was made by Morrison Clements, and a second to the motion was made by Anita Lomeli to approve the Bond Oversight Committee minutes of February 26, 2015. Motion was unanimously approved 5-0.</p> <p>Morrison Clements noted that his name was not included on the member’s present section of the minutes for October 15, 2014, meeting. A motion was made by Morrison Clements, and a second to the motion was made by Eileen Okazaki to approve the Bond Oversight Committee minutes of October 15, 2014 as amended. Motion was unanimously approved 5-0.</p>
Review of Fiscal Year 2013-14 Financial and Performance Audits	Chief Business Official, Karen Kinney, provided a review of the Financial and Performance Audit by Vavrinek, Trine, Day & Co., LLP. Karen explained that the audit was conducted in accordance with the standards applicable to performance audits contained in Government Auditing Standards, issued by the Controller General of the United States. The audit was

	<p>limited to the objectives listed within the report which includes determining the District's compliance with the performance requirements as referred to in proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution. She provided a brief overview of the assets and liabilities, revenues and expenditures, as well as beginning and ending balances. She explained the internal controls and noted that there were no deficiencies in internal controls. The audit reported no findings in financial statements, and no audit findings reported in the prior year's schedule of findings and questioned costs.</p> <p>Mr. Clements addressed concerns regarding the spending of long term money on short term materials such as computers and iPads. Superintendent, Susan Belenardo, and Chief Operating Officer, Yuri Calderon, explained the expected life of computer and iPad purchases and how some of the bond dollars are being used for technology. They explained that some of the technology money has already been set aside in the LCAP to continue to support and grow. They have also looked at the average life expectancy of all bond dollars spent to make sure they are supported by the repayment of the bonds. The District cannot go out and purchase all computers, as the life-expectancy is not supported by the term of the bond money, so everything has been blended into the program.</p>
<p>Review and Approve Annual Report to the Community</p>	<p>Mr. Calderon explained that after receiving the Financial and Performance Audit, the Committee is than responsible to take their Annual Report to the Community for presentation to the Board of Trustees. CFW has assisted with this process by putting together a report for the committee to review and adopt. Mr. Calderon provided an update on the Measure 'O' projects. He explained that as part of the Phase I accomplishments Imperial, Washington, Las Lomas, Las Positas, and Ladera Palma Schools all received new roofing. Over 2,000 iPads were deployed to school sites and teachers were provided with professional development training prior to introducing the iPads. The District also entered into a lease contract with Cisco Systems to provide installation of modern telephone systems, wireless network, and required infrastructure. The Academy Phase I accomplishments consisted of the electronic marquee signs at both middle schools, as well as flexible and modern furnishings to support 21st century learning environments. The middle schools older classrooms are currently under construction as they receive new paint, carpet, tack boards, and white board surfaces. The rooms are also being designed with energy efficiency in mind to help reduce daily operating costs. A draft of the Annual Report to the community provides a summary of all the completed and future projects. Upon the Committee's approval, the annual report should be presented to the District's Board in March by a representative of the Committee and made available to the public.</p> <p>A motion was made by Eileen Okazaki, and a second to the motion was made by Morrison Clements to approve the Measure 'O' Citizen's Oversight Committee Annual Report to the Community. Motion was unanimously approved 5-0.</p>
<p>Adjournment</p>	<p>On a motion made by Anita Lomeli and a second by Morrison Clements, Committee Members unanimously agreed to adjourn the meeting at 6:08 p.m.</p>
<p>Minutes Approved</p>	<p>Next scheduled meeting will be in October of 2015.</p> <p></p> <hr/> <p>Susan Belenardo, Ed.D. Superintendent</p>

***Roles and Responsibilities of Bond Oversight Committee Members**

The roles and responsibilities for the Bond Oversight Committee is to annually report to the tax payers how the proceeds of the Bond are being spent. Bond proceeds may only be spent on qualified projects and not on salaries. The Committee has no control over the bond proceeds or projects. Committee members are subject to the Brown Act and shall conduct its meetings in accordance with the provisions set. Duties of the committee are to review expenditures to ensure that bond proceeds are expended only for the purpose set forth in the ballot measure. The Committee shall also present to the Board, in public session, an annual written report which shall include a summary of the Committee's proceedings and activities for the preceding year. The Committee shall consist of a minimum of seven members and meet the qualification standards. By accepting the appointment to the Committee, each member agrees to comply with Article 4 and 4.7 of Division 4 of Title 1 of the Government Code and the Political Reform Act. The term of each member is two years and no member shall serve more than two consecutive terms.