



Chula Vista Elementary School District

**PROPOSITION E
INDEPENDENT CITIZENS OVERSIGHT COMMITTEE**

**Meeting Minutes
May 13, 2015 – 9:30 A.M.
Dr. Lowell J. Billings Board Room
Education Service and Support Center**

1. Call to Order

Chairperson Dr. Diane Gerken called the meeting to order at 9:30 A.M.

2. Roll Call

Members Present:

Ami Abbott
Debbie Croshier
Marina Diaz
Dr. Diane Gerken
Mary I. Helvie
Karyn Koenig

Members Absent:

Sean R. Dunbar

Others Present:

Oscar Esquivel, Assistant Superintendent for Business Services and Support
Gus Bidart, Ruhnau Ruhnau Clarke (RRC) Architects
John Heredia, Safety, Environmental, and Maintenance Manager
Wayne Kibbe, Balfour Beatty Construction (BBC)
David Kuhle, Balfour Beatty Construction (BBC)
Ann-Marie Pering, Publications, Purchasing, and Warehouse Manager
Michelle Reiner, Balfour Beatty Construction (BBC)
David Ruhnau, Ruhnau Ruhnau Clarke (RRC) Architects
Rudy Valdez-Romero, Director of Maintenance and Operations
Angie Barton, Office Manager (Meeting Recorder)

3. Approve Minutes

March 18, 2015, Regular Meeting

MSCU Helvie, Koenig that the minutes of the March 18, 2015, regular meeting of the Independent Citizens Oversight Committee (ICOC) be approved as presented.

4. Discussion/Possible Action: Terms and/or Term Renewals for Proposition E Independent Citizens Oversight Committee Members

As stated in Section 5.4 (Term) of the ICOC Bylaws, each Member shall serve a term of two years. Since the ICOC held its first meeting in September 2013, current terms for all Members will expire in September 2015.

Administrative Regulation 7214 (New Construction, General Obligation Bonds) and Education Code Section 15282 state that the ICOC will consist of at least seven members including, but not limited to:

- (a) One member active in a business organization representing the business community located within the District.
- (b) One member active in a senior citizens organization.
- (c) One member active in a bona fide taxpayers organization.
- (d) One member who is a parent/guardian of a District student and is active in a parent-teacher organization, such as the Parent-Teacher Association or a school site council.
- (e) One member who is a parent/guardian of a child enrolled in the District.

The sixth and seventh Members of the ICOC represent the community at-large.

Each ICOC Member in attendance expressed her interest to continue to serve on the Committee for a second two-year term. However, the Member who is currently serving in the role identified in Item (d) above stated that her child will graduate from sixth grade in June 2016 and will attend a school outside the District beginning with the 2016-17 school year. She will not be able to serve on the ICOC in this capacity during the second year of a renewal term.

Mrs. Barton informed the Committee that she had discussed this situation with District legal counsel, who confirmed that Members may change roles during their service on the ICOC. One Member currently representing the community at-large will meet the requirements of Item (d) throughout a second term. She agreed to serve in this role for her second term, and the other Member will represent the community at-large.

A request to renew two-year terms for ICOC Members will be presented to the CVESD Board of Education in the near future. If approved, the second terms will expire in September 2017. In accordance with ICOC Bylaws, no Member may serve more than two consecutive terms.

5. Approve Meeting Dates/Times for December 2015 and March 2016

- ***December 2, 2015 (6:00 p.m., Dr. Lowell J. Billings Board Room)***
- ***March 16, 2016 (6:00 p.m., Dr. Lowell J. Billings Board Room)***

MSCU Abbott, Helvie that the December 2015 and March 2016 meeting dates and times be approved as presented.

6. Discussion: Annual Report to CVESD Board of Education on June 10, 2015

The ICOC reviewed a draft presentation for the annual report to the Board scheduled on June 10. The report will be presented to the Board by ICOC Chairperson Dr. Gerken and will include historical information on Proposition E; major categories for improvements; estimated expenditures, tentative timeline, and contract awards for the Summer 2015 modernization projects at Allen, Hilltop Drive, and Vista Square; duties of the ICOC; and information on the Proposition E Building Fund Audit for the period ending June 30, 2014. Mr. Esquivel stated that Slide 6 (Bond Sales: Series B, Summary of Series B Building Fund) will be revised to present the information in a more easy-to-understand format. On May 13, the ICOC will visit Allen, Hilltop Drive, and Vista Square to tour these sites before the start of construction. Photos of these site visits will be included in the presentation. With modernizations scheduled to begin June 8 and the annual report scheduled for the June 10 Board meeting, photos of the early modernization work will also be added.

ICOC Members asked what items are included in Bid Package No. 13, Specialties. Mr. Valdez-Romero responded that this package includes items such as whiteboards, signage, restroom partitions and accessories, and playground surfaces. Clarification was also requested on the rejection of Bid Package No. 14, Kitchen Equipment. The District will use an existing bid to replace all kitchen equipment at Allen, Hilltop Drive, and Vista Square. Child Nutrition Services funds can be used to pay for kitchen equipment that is “detached” from walls. This includes refrigerators, ovens, and microwaves.

The Committee discussed the updated timeline for the Summer 2015 modernization projects. Mrs. Pering stated that at 3 p.m. on Friday, June 5 (the last day of school for students), a team of District staff will report to Hilltop Drive to complete the moving and storing of site materials into the large cargo containers. The District team will conduct the move at Vista Square on Saturday, June 6, and the move at Allen on Sunday, June 7.

Questions were raised regarding class sizes for Kindergarten through Grade 3 (K-3). Mr. Esquivel explained that state law for the class size reduction (CSR) program requires that each school site not exceed a K-3 average student-to-teacher ratio of 24-to-1. This was verified for CVESD last year, with each District school at or below a K-3 average of 22.3 students. Special day classes are not included in CSR calculations.

7. Conduct Visits to Tour Summer 2015 Modernization Sites

- ***Ella B. Allen Elementary School***
- ***Vista Square Elementary School***
- ***Hilltop Drive Elementary School***

ICOC Members along with District staff and representatives from RRC and BBC departed the Education Service and Support Center (ESSC) to conduct site visits of the three schools. Mr. Valdez-Romero facilitated the tours and provided information about major areas of each site that included classrooms, the multipurpose room, office configurations, relocatable buildings, and planned exterior changes.

After the tours, ICOC Members and District staff returned to the ESSC.

8. Other Items/Open Discussion

ICOC Members requested information about recent CVESD Board action relating to a Project Labor Agreement (PLA) and the process involved.

Mr. Esquivel answered that the Board has directed the District to negotiate a PLA that would apply to future Proposition E and Community Facilities District (CFD) funded projects. The District is in the process of selecting an attorney to negotiate terms of the PLA with local construction trade unions. After negotiations are completed, a PLA will be developed and presented to the Board for consideration. If approved by the Board, the PLA will apply to Proposition E and CFD projects that are awarded after PLA approval. The PLA will not apply to the Summer 2015 modernization projects because prime bids/contracts for these projects have already been awarded. For future projects, PLA specifications will be included in bid notices and contract awards. Non-union contractors will not meet all PLA requirements and will be unable to submit bids.

Committee Members shared concerns that a PLA would limit the District's options. However, Mr. Esquivel stated that the Board is seeking more local labor. The tentative timeline for a Board vote on the PLA is September 2015. ICOC Members requested additional information about the PLA and asked that the District keep them informed on its status.

9. Adjournment

Chairperson Dr. Gerken adjourned the meeting at 12:53 P.M.

ab