

MINUTES – August 29, 2018

LOS GATOS – SARATOGA UNION HIGH SCHOOL DISTRICT

MEASURE E CITIZENS’ BOND OVERSIGHT COMMITTEE (CBOC)

Call to Order	The CBOC was called to order by Chairperson, Ms. van Zuiden at 3:30 p.m.
Roll Call	<p>Committee Members Present:</p> <ul style="list-style-type: none">• Mr. Rick Tinsley• Ms. Michele van Zuiden• Ms. Parul Samdarshi• Ms. Denise Ramon Herrera• Mr. Mike Buncic• Ms. Jill Van Hoesen <p>Committee Members Absent:</p> <ul style="list-style-type: none">• Ms. Cynthia James• Ms. Shirley Cantu• Mr. Victor Zhang <p>A Quorum was established. Ms. van Zuiden opened the meeting, thanking everyone involved for the Los Gatos High School Music and Classroom wing ribbon cutting ceremony, encouraging other CBOC members to take a tour.</p> <p>LGSUHSD Staff/Project Management Present:</p> <ul style="list-style-type: none">• Ms. Jane Marashian – Superintendent’s Office• Mr. Tony Palma – Director of Capital Projects• Ms. Rosemarie Pottage – CBO
Approval of Agenda	<p>Motion 1/18-1: By Mr. Buncic seconded by Ms. Van Hoesen to approve the Agenda</p> <p>Motion Passed: 6-0</p>
Public Comment	There was no public comment on items not on the agenda.
Information Items	
Measure E Project Update/Expenditure Report	Ms. Pottage presented the financial report, through June 30, 2018; noted that \$1.2 million in interest has been accumulated and could be a source of funding for future Measure E projects; noted we need to spend it in a timely manner to avoid returning to the state.
Summer Projects	<p>Ms. Pottage noted that, under “Planned Projects,” some expenditures are reflected; this is due to needs identified even though the full project wasn’t underway.</p> <p>Beginning the project update, Mr. Palma noted the following:</p>

-
- At SHS, there are still some Music Building costs in dispute; once resolved, the architect may absorb some of the costs.
 - If we do all the planned projects, we'd be over budget. Therefore, we are initiating a re-prioritization process. We'll be inviting the original participants and, if they're not available or interested, inviting stakeholders in like roles.
 - At LGHS, the new classroom building supports design thinking and includes classrooms for multi-media journalism, robotics, history, English (within New Tech pathway; the building also enhances collaboration among teachers since they're in the same building.
 - Mr. Buncic requested a tour of the converted science classrooms, asking how much of the modernization was spent on this.

Summer Work:

Mr. Palma noted the budget report is dated June 30, 2018 and that there have been expenditures since then; noted we still have some money remaining in many project budgets; noted he anticipates we'll ultimately spend the full project budget.

Mr. Palma noted that, at the CBOC November meeting, we will have more detail about remaining funds and the new prioritization list.

At SHS, the 800 Wing demolition and abatement is making room for the modernization. The modernized building will house a Student Center, ASB Office, Leadership Office, CASSY and provide a staff collaboration area. This project is scheduled for a January 2019 completion; noted the roof has been evaluated and should last another 15 years, resulting in a \$100K cost savings for this project (since a new roof was originally in the budget); noted that the district is working to develop a 50 year roofing replacement/repair plan.

While a full renovation of the 900 Wing is not underway, roofing repairs are a priority. The roof is not failing but some vents were removed that resulted in leaks. In response to concerns about enrollment growth (SHS has grown by 9 students), Mr. Palma noted that the reprioritization discussion will include that factor.

Mr. Palma noted that the reprioritization process could result in the addition of other projects, including health and safety issues that have arisen and been identified. All new projects would still be aligned with the language of the initial bond.

Projects designated "In Design" are moving forward although "Music to Drama" may change in terms of cost, given ADA accessibility issues recently identified.

The Oversight Committee wants to insure open, transparent communication with the community about the fact that some projects lower on the prioritization list may not be completed using Measure E dollars; Mr. Palma noted no project would be eliminated as a line item but could move lower on the priority list and, as such, not be developed.

	<p>Reprioritization Plan:</p> <p>There will be two and possibly a third meeting (as needed) per site. Meetings are scheduled in September and will include original participants, as available and interested, and “like” stakeholder group representatives. These teams will review the original project lists and budgets, review projects in design and their budgets and look at planned projects. They will then propose and explore any changes the site might want to consider and identify any additional information needed. Finally, via a survey, the site teams will develop a new priority list, including health and safety issues, to be presented to the Board of Trustees for consideration. A board study session is anticipated, at which time members of the CBOC would like to be present. Ms. Marashian will confirm by which date bond monies must be full expended.</p>
Appointment of New Members	Ms. Marashian noted that current members of the CBOC whose terms are expiring are eligible to reapply; that the deadline for applications is October 17, 2018
Approval of Minutes	<p>Motion 1/18-2: By Ms. Van Hoesen, seconded by Ms. Denise Ramon Herrera to approve the Minutes of May 1, 2018</p> <p>Motion Passed: 6-0</p>
Approval of Meeting Schedule	<p>Motion 1/18-2: By Mr. Buncic, seconded by Mr. Tinsley to approve the 2018-2019 meeting schedule below:</p> <ul style="list-style-type: none"> • CBOC Meeting - November 7, 2018 – meeting/identify sub committee to prepare Annual Report • Sub committee work to draft Annual Report • CBOC Meeting - February 13, 2019 – approve Annual Report • Board Presentation of Annual Report – March 5, 2019 • CBOC Meeting - May 1, 2019 – summer projects <p>Motion Passed: 6-0</p>
Adjournment	The meeting was adjourned at 4:30 p.m.

Respectfully submitted, Ms. Jill Van Hoesen (Clerk): _____

Approved and ordered into proceedings of the District
On November 7, 2018, Ms. Michele van Zuiden (Chairperson): _____