

**LOS GATOS – SARATOGA UNION HIGH SCHOOL DISTRICT**

**CITIZENS’ OVERSIGHT COMMITTEE**

**February 13, 2019**

**Los Gatos - Saratoga Union High School District Office**

**17421 Farley Road West, Los Gatos, CA 95030**

<b>Call to Order – 3:30 p.m.</b>	Roll Call – Establishment of a Quorum: <ul style="list-style-type: none"><li>● Mr. Rick Tinsley</li><li>● Ms. Jill Van Hoesen</li><li>● Ms. Carol Musser</li><li>● Ms. Denise Ramon Herrera</li><li>● Ms. Shirley Cantu</li><li>● Mr. Jim Frankola</li><li>● Ms. Michele van Zuiden</li><li>● Mr. Mike Buncic</li></ul> District Staff Attending: <ul style="list-style-type: none"><li>● Dr. Michael Grove - Superintendent</li><li>● Mr. Tony Palma - Director, Capital Projects</li><li>● Ms. Rosemarie Pottage - Assistant Superintendent/CBO</li><li>● Ms. Jane Marashian - Superintendent’s Office</li></ul>
<b>Approval of the Agenda</b>	<b>Motion 3/18-1:</b> By Ms. van Zuiden and seconded by Mr. Tinsley to approve the Agenda  <b>Motion Passed: 8-0</b>
<b>Project /Expenditure Update</b>	Mr. Tony Palma presented an update regarding Bond project status and the recent reprioritization; shared information about revised format for project status data and costs.  Members of the CBOC discussed information about roofing, noting roofs generally last 20-25 years. However there are refinishing products that can add 10-15 years to the life of the roof at about 25% of the cost of replacing a roof. We will be using this product on a trial basis on selected roofs. Ms. Cantu asked about using Deferred Maintenance funds vs. Measure E funds? Staff is currently reviewing needs and budgets.  Ms. Van Hoesen wanted to confirm that projects we might be unable to fund are still on the list. Mr. Palma noted nothing that was on the original list has been removed but now, due to reprioritization process, are still listed but with zero dollars attached or noted as TBD.

	<p>Ms. van Zuiden noted the website provides information about the reprioritization process; suggested an orientation for new members.</p> <p>Some projects on the original list have been funded using non-Measure E funds and/or community funds; helping to “stretch” Measure E dollars.</p> <p>Ms. van Zuiden asked about the LGHS theater addition? The original project needs would have required changes to the structure that weren’t doable at the time. The drama department noted their primary needs were a loading dock for the theater and a classroom space. Budget has been allocated for this. The loading dock will be built over the February break, in time for the spring musical. Mr. Palma will, however, continue to explore. Ms. van Zuiden wanted to explore how to communicate about the theater improvement project and past fund-raising efforts.</p> <p>Mr. Palma and the committee acknowledged that needs will always exceed available funds and needs evolve over time.</p> <p>Mr. Palma noted LGHS parking lot budget has increased due to Town requirements.</p> <p>Real property acquisition could be “any property adjacent to the school that are of strategic value to the school.”</p> <p>Additional projects were allocated funding based on reprioritization process.</p> <p>Ms. Pottage noted that at LGHS overall project total has gone down, allowing us to add some additional projects. We also need to be mindful of cost escalation. At SHS, there was more flexibility and we’re still monitoring.</p> <p>Ms. van Zuiden asked about Tech Bond dollars; there are some planned purchases and the tech advisory committee is being reconvened. Per Ms. Pottage, tech bonds were issued with a shorter maturity. We would only incur arbitrage if we earn revenue from bond funds deposited and not used. It is also unwise to spend all tech funds at one time since, then technology would need to be replaced all at once.</p> <p>Mr. Tinsley asked about reported salary and benefit numbers; who is this? Per Ms. Pottage, this is AG opinion - prop 39 bond can be spend on people hired specifically to run this program.</p> <p>Mr. Frankola noted architectural services’ costs for the LGHS classroom wing seemed high at the end of the project.</p>
<p><b>Approval of the Minutes</b></p>	<p><b>Motion 3/18-2:</b> By Ms. van Hoesen and seconded by Mr. Frankola to approve the Minutes, November 7, 2018</p> <p><b>Motion Passed: 8-0</b></p>

<b>Approval of Annual Report to the Board of Trustees</b>	<b>Motion 3/18-3:</b> By Mr. Buncic and seconded by Ms. van Zuiden to approve the Bond Oversight Committee Annual Report to be presented to the Board of Trustees on March 5, 2019  <b>Motion Passed: 8-0</b>
<b>Public Comment</b>	There was no public comment.
<b>Adjournment</b>	The meeting was adjourned at 4:39 p.m.

Respectfully submitted, Ms. Van Hoesen (Secretary): \_\_\_\_\_

Approved and ordered into proceedings of the District  
on May 1, 2019 Ms. Cantu (Chairperson): \_\_\_\_\_

Agenda attachments and any distributed public records relating to an agenda item are available for review at the  
District Office: 17421 Farley Road West, Los Gatos, CA.

