

PLACENTIA-YORBA LINDA UNIFIED SCHOOL DISTRICT  
Independent Citizens' Bond Oversight Committee  
Thursday, August 27, 2009  
Meeting # 5

**MINUTES – August 27, 2009**

The Independent Citizens' Bond Oversight Committee of the Placentia-Yorba Linda Unified School District was called to order by Mr. Jim Resha, Chairman, at 6:10 p.m. on Thursday, August 27, 2009, at Yorba Linda High School, located at 4175 Fairmont Blvd., Yorba Linda, California, in the La Entrada High School classroom.

1. **THE PLEDGE OF ALLEGIANCE**

Mr. Ron Osajima led The Pledge of Allegiance for committee, staff members and members of the public in attendance.

2. **ROLL CALL**

Members Present: Rod Boaz  
Judy Johnson  
Don Lussier  
Melina Michaels  
Ron Osajima  
Jim Resha  
Mila Thomas

Staff Present: Mike Bailey  
Doug Domene  
Rosemary Gladden  
Rick Guaderrama  
Shawna Millsap  
Connie Parker  
Sheri Roussin  
Dennis Smith

Members Absent: Randy Kuroda

Staff Absent: Bob Klempen

3. **APPROVAL OF MINUTES**

Mr. Ron Osajima moved to approve the minutes of May 13, 2009, meeting. Mr. Rod Boaz seconded the motion. The motion carried unanimously.

4. **PUBLIC COMMENT**

Two members of the community addressed the committee, Mrs. Laurel Van Gilder and Mrs. Theresa Stull.

5. **SUPERINTENDENT'S COMMENTS:**

Dr. Smith reported on the success of the rating of next series of bonds by Standard & Poor's rating firm which awarded the district's bonds AA- rating and Moody's affirmed the district's existing rating of Aa3. Both companies were very complimentary of the

school district. In response to a question regarding the bond rates, Dr. Smith explained the rates will be known on the actual day of the sale in mid-September.

6. PROJECT UPDATES

Mr. Mike Bailey gave a Measure A update. In response to a question regarding Measure A Bond dollars used at Yorba Linda High School, Mr. Bailey explained that Measure A dollars are only being used for construction of the pool, stadium and the modernization of the former North Orange County Community College District buildings.

7. MEASURE A PROGRAM DEVELOPMENT, MONITORING AND MANAGEMENT

Mr. Bailey presented information regarding Measure A Program Development, Monitoring and Management procedures. Discussion followed on fiscal controls and the accounting procedures that are in place to provide safeguards for bond proceeds. Also he discussed how the district structures are in place to monitor projects at all stages of development. Mrs. Joan Velasco, Assistant Director, Fiscal Services, was introduced and explained the district's QSS program which provides budget controls of district funds. Mrs. Velasco also reviewed the procedures used by Facilities, Purchasing, Accounts Payable and the Accounting Departments to ensure project expenditures are appropriated to the correct budgets. In addition she explained how the Orange County Department of Education reviews expenditures and provides a final check and approval.

Mr. Don Lussier expressed interest regarding contingency funds and the length of time the funds are held in abeyance. Mr. Mike Bailey said he would provide that information at a future meeting.

8. MEASURE A MONITORING OF PROJECT FUNDS

Mr. Henry Petrino of Total School Solutions provided a quarterly report on budget adjustments on all Measure A projects. Discussion followed relative to the updated format that is now being used. It was suggested that the same information be provided for Measure Y funds that the committee is also responsible for.

9. TSS RESPONSE TO COMMITTEE QUESTION RELATIVE TO BOND PROCEEDS

Mr. Randy Kuroda asked for clarification on the previous performance audit at a prior meeting. The committee was provided with both the email and the TSS response to the email.

10. TERM LIMITS

The committee's term limits were discussed. After reviewing the term limit requirements and discussion by the committee, Dr. Smith explained that a decision did not need to be made at this meeting. Mrs. Judy Johnson moved to table the item until the May meeting. Mrs. Mila Thomas seconded the motion. The motion carried unanimously.

11. COMMITTEE TIMELINE

Mr. Resha asked the committee for their thoughts on the meeting timeline that was distributed for their review. To ensure that CBOC training on the program development, monitoring and management is completed in a timely manner, a special study session will be added to the meeting timeline. Mr. Mike Bailey indicated that depending on the amount of time allotted for questions and discussion a two-hour study session would most likely be adequate to update the committee on all projects and complete committee

training. After discussion, it was decided a Study Session would be scheduled in November and a regular committee meeting would be scheduled December 3<sup>rd</sup>.

## 12. COMMITTEE MEMBERS REPORTS AND/OR COMMENTS

Mr. Rod Boaz asked for discussion from the committee regarding the public comments provided at this meeting. Dr. Smith explained that in regard to the Yorba Linda High School's southern fencing and orientation of the ball fields, the district would adhere to the EIR and district standards by constructing an 8 ft. chain link fence.

In regards to the boundary issues, the district is currently involved in two law suits and cannot discuss the matter publically.

In response to a question regarding the use of Measure A funds to place portables on Yorba Linda High School, Mr. Mike Bailey explained that Measure A bond funds were not used to place the interim housing on the site.

It was recommended by committee members that information be provided to the public relative the delay in completing the Yorba Linda High School classroom wing and the subsequent need for portable classrooms.

Mrs. Mila Thomas indicated she had toured Woodsboro Elementary and was very impressed with the progress of the school. It not only looks great but was done on time and under budget!

Mr. Don Lussier apologized for missing the last meeting and reported on his visitations to Tynes Elementary and Yorba Linda High School. Mr. Lussier commented on the great job done at Tynes Elementary.

Mrs. Melina Michaels reported on her visit to Tynes Elementary and was amazed at the changes since her son attended there ten years ago. Mrs. Michaels also reported on her experience helping with Tuffree Middle School's registration and getting to see the modernization projects in the administration building and the computer room.

Mrs. Judy Johnson reported on parent concerns regarding the portables at Valencia High School and also explained that Mr. Jim Bell, Principal at Valencia High School, has scheduled a parent night to present the master plan for the VHS campus. Mrs. Johnson also asked if there would be bond funds available for new equipment for the weight room at VHS. Mr. Bailey answered that equipment was not included in the initial scope of the project but could possibly be incorporated if funding was available after the completion of the project.

Mr. Ron Osajima asked about Valencia High School's auditorium remodel and if restrooms were to be included in the new lobby design. Mr. Bailey indicated restrooms are part of the project. Mr. Osajima reported on a Tynes Elementary visitation and expressed how impressed he was with the design and organized effort. Mr. Osajima expressed his appreciation for the district's technology plans and also thanked Mr. Bailey for organizing the tours.

Mr. Jim Resha closed the meeting by thanking the committee for their comments and the time commitment they have given to this committee with a reminder that the next meeting will be December 3.