

Redlands Unified School District
Measure J
Citizens' Oversight Committee

Minutes

District Office Conference Room
20 West Lugonia, Redlands, CA 92374
February 7, 2013

I. Opening - Chairperson Rendler called the meeting to order at 5:29 p.m.

A. Pledge of Allegiance

B. Roll Call

Members Present: Beth Kolpien, Jeff Martinez, Michele Rendler, Betsy Starbuck, David Wilson

Staff Present: Brad Mason, Cameron Brown, Michelle Cole, Antonette Llamas

C. Approval of Minutes – On motion of Betsy Starbuck, second by Beth Kolpien, the minutes of October 18, 2012 were approved as submitted.

II. Public Participation

A. Community Input – none

III. Committee Business

A. 2011-12 Financial and Performance Audit Report – Royce Townsend, Vavrinek, Trine, Day & Co., LLP

Mr. Townsend informed the committee that the audit encompasses two different reports, Financial and Performance as of June 30, 2012 and is specific to the Measure J Building Fund only. The financial portion of the audit is to provide reasonable assurance that the Measure J financials are fairly stated. Based on this audit, in their opinion, the financials were fairly presented. Mr. Townsend noted that there had not been much activity in the past year, approximately \$760,000 reflected on page three of the Financial Audit. As reported on page eleven of the audit, no deficiencies were reported on Internal Controls over Financial Reporting.

The Performance Audit is required per Proposition 39 and outlined in Article 13 of the California Constitution, requiring the District to spend funds in accordance with the Measure J Bond Projects list. Included in the Performance Audit was a sampling of expenditures totaling \$405,927 representing 53% of total expenditures for fiscal year ending June 30, 2012. No exceptions were found.

B. Meeting Schedule Change

Cameron Brown informed the Committee that the upcoming May 9th meeting needed to be moved up so the Annual Report could be presented to the Board of Education on April 23rd. He suggested changing the meeting date to April 11, 2013. On the motion of Betsy Starbuck, second by Beth Kolpien and unanimously carried, the May 9th meeting was changed to April 11, 2013.

BK

C. Select Annual Writing Committee

Michele Rendler and David Wilson volunteered to serve on the Annual Writing Committee.

IV. Presentations

A. Budget Update – Brad Mason

Mr. Mason reviewed the Measure J School Construction Bond Summary handout discussing item two regarding school safety and security. Since the tragedy in Connecticut, the District is reevaluating security at all of our campuses. Audits are being conducted by Joe Aceto, our Director of Maintenance and Operations, to look at reasonable items/areas that may help keep campuses more safe and secure. We are currently inspecting locking mechanisms on gates and doors and the fencing at all of our campuses. Mr. Mason asked the members for their input on whether these areas fit in with the spirit of the Measure J bond. Chairperson Rendler opined that we need to move with the times and it seems that more security is necessary. Member David Wilson said policy driven items like increased training for staff might be helpful and more cost effective. Mr. Mason mentioned that on any given day there are substitute employees on our campuses, so policy driven items are helpful, but security items are also needed. Member Betsy Starbuck agreed that quite often it is human error that hinders safety and security. Member David Wilson asked how much the District estimates it will need for these additional safety and security items. Mr. Mason shared with the Committee that the District wants to be transparent in how the Measure J Bond funds are spent and at this time we do not have an estimated amount since the security audits are still ongoing. The District will report to the Committee once specific options for increased safety and security measures have been identified. Member Jeff Martinez asked if there are best practices among districts. Mr. Mason said there are and that Joe Aceto has been attending meetings and is working with law enforcement on this. Doors that lock from the inside are one of the industry standards.

Mr. Mason briefly reviewed the budget noting that approximately \$86,000 has been expended since October 2012 at Citrus Valley High School (CVHS). He explained to the members that the initial graduating class at CVHS was not at full capacity, so all classrooms were not being used. These costs come as the school has grown and populated additional rooms. The CVHS parking lot is still to come at an undetermined time.

Cameron Brown mentioned the dollar amount of remaining unsold bonds was stated incorrectly at the last meeting. The current amount of unsold bonds is \$19.4 million. Mr. Mason informed the Committee that their handouts included a copy of the Committee Bylaws which was requested by members at the last meeting.


V. For the Good of the Order/Member Comments

None

VI. Adjournment

There being no further business, the meeting was adjourned at 6:07 p.m.

Attest:



Beth Kolpien
Vice Chair

Adopted:

April 11, 2013