

J. Brian Sarvis, Ed.D.
Superintendent

Maureen Fitzgerald
Chief Business Officer



Board Members
Terry Hickey Banks
Jaclyn Phuong Fabre
Alicia Morales Jacobson
Michelle Robertson
Andy Sheaffer

Carpinteria Unified School District

Measure U Bond
Citizens' Bond Oversight Committee
Measure U
Tuesday, October 18, 2016 at 5:30 PM
Meeting Minutes

1. Call to Order

The Measure U Citizens' Bond Oversight Committee (CBOC) meeting was called to order at 5:31 P.M. by Chair, Marybeth Carty.

Flag Salute – Pledge of Allegiance

2. Roll Call

Measure U (CBOC) Members present:

- Marybeth Carty, business representative
- Christie Cooney, parent and PTA representative
- Clyde Freeman, parent representative
- Paul Foley, senior citizens group representative
- Paul Pettine, at-large community member

Carpinteria Unified School District (CUSD) representatives present:

- J. Brian Sarvis, Ed. D., Superintendent
- Cindy Abbott, Measure U Facilities Project Coordinator
- David Weniger, Director of Facilities and Operations
- Lina Plascencia, Planning Specialist

Measure U (CBOC) Members not present:

- Manuel (Wally) Burquez, at-large community member

Carpinteria Unified School District (CUSD) representatives not present:

- Beverly Rodriguez, Planning Technician

3. Introduction of Superintendent , J. Brian Sarvis, Ed. D.

Dr. Sarvis gave a brief background, introduction and update on the past two months as superintendent. He stated he will serve through December 2016 and the process for the search for a new superintendent is in progress. He discussed the primary role of the CBOC committee and its significance when reporting the financial updates to the public on how the Measure U money is being used for upgrades, repairs and new construction.

4. Introduction of Planning Technician, Beverly Rodriguez

Beverly Rodriguez was unable to attend meeting. Lina Plascencia gave a brief introduction and background on Beverly's career with Carpinteria Unified School District. Beverly will be taking Lina Plascencia's position while Lina is away on leave. Beverly has been with Planning and training for the past two months. Lina stated that her emails will be forwarded to Beverly during her leave.

5. Public Comment

None.

6. Review and Approval of July 19, 2016 Minutes

Upon a motion by Chair, Marybeth Carty, seconded by Committee Member, Paul Pettine and Clyde Freeman, the (CBOC) Members unanimously approved the Minutes of the July 19, 2016 Measure U Citizens' Bond Oversight Committee Meeting, as presented.

7. Terms of office

Marybeth discussed the current terms and positions that will be open as of March 10, 2017.

Business representative – Marybeth Carty – Term: 3/10/16 – 3/10/18

Taxpayers' association – Aaron Lent – Term: 3/10/16 – 3/10/18

Positions open as of March 10, 2017:

Parent or guardian of a child enrolled in the District – Clyde Freeman – Term: 3/10/15 – 3/10/17

Parent or guardian of a child enrolled in the District, also active in a school support group or school site council – Christie Cooney – Term: 3/10/15 – 3/10/17

Senior citizens' organization – Paul Foley – Term: 3/10/15 – 3/10/17

Community at large – Paul Pettine – Term: 3/10/15 – 3/10/17

Community at large – Manuel Burquez – Term: 3/10/15 – 3/10/17

Cindy Abbott will inquire with David Casnocha for clarification on Bylaw Section 5.4.

Term if members need to select a one (1) year term for two members of the committee.

The notice regarding open positions will be posted on the Measure U website and in the Coastal View on November 3, 2016 and November 10, 2016. Applications will be due November 18, 2016. Committee members interested in serving an additional term effective 3/10/17 – 3/10/19 should send an email to Lina Plascencia.

Appointments of selected members will be presented at the December 13, 2016 board meeting. A new Chair and Vice-Chair will be appointed at the January 17, 2017 CBOC meeting effective 3/10/17 – 3/10/18 per Bylaw Section 9. Officers.

8. January 2017 Annual Report

Marybeth discussed the process and timeline for the annual report due in January 2017. The auditor's report should be available for review by mid-December 2016 and will be emailed to all committee members for review. By the end of December the CBOC



Annual Report Letter should be finalized. A final review of the Annual Report Letter and all supportive documentation shall be presented at the January 17, 2017 CBOC meeting. The Annual Report Letter and audit report will be presented at the January 24, 2017 board meeting.

Cindy Abbott and David Weniger met with the communications consultant, Stephanie Bertoux, and presented an option to the committee to utilize her services to create an additional visual report to include with the Annual Report Letter.

Committee member requested a sample report and estimate of cost for the service. Cindy Abbott stated she will follow up with Stephanie Bertoux for the sample and estimate.

Committee member inquired if the report was going to be published in the Coastal View to add transparency with the public. Cindy Abbott stated it will be published on the Measure U website.

9. Director of Facilities and Operations Report (For reporting purpose only)

Cindy Abbott announced the conceptual plans were approved at the 9/22/16 board study session. Large photo boards will be placed at the school sites. The conceptual plans will be available on the Measure U website once Stephanie Bertoux receives the high definition files from the architects.

David Weniger discussed stages and phases of possible interim housing plans and scenarios at Carpinteria High School and Canalino.

Committee member inquired if there was enough time during summer to complete some of the projects versus temporary housing. David Weniger responded that the Division of State Architect (DSA) allows temporary housing for three (3) years and there is not enough time to complete large projects during the summer break.

David Weniger discussed the project reports summarizing the completion of the summer 2016 projects.

Committee member requested clarification and reference on report documents that the Foyer Upgrades were not completed with the Gym Roof Replacement project.

10. Financial Report Update

Cindy Abbott provided two (2) reports: Consolidated Budget Status Report, Consolidated Budget Status Drilldown Report and a copy of Table 8 Summary of Cost Projections in the Facilities Master Plan.

Cindy Abbott reviewed and explained the details of Table 8 and how it corresponds with the two reports.

Committee member inquired on the Carpinteria Family School (CFS) budget. Cindy Abbott responded that (CFS) is included in the Canalino budget since it is housed on the



Canalino site. Committee member requested that a footnote or revision be applied to Table 8 for clarification.

Cindy Abbott presented the Drilldown Report on the monitor screen with details on how to utilize the functions. The reports will be made available on the Measure U website.

11. Future Agenda Items

- Annual Report
- Terms and appointments

12. Questions/Comments/Discussion

- Request for estimate and samples from Stephanie Bertoux for the annual report.
- Possible report or insert in the Coastal View from David Weniger.
- Announcement and invitation to committee to attend or view the November 22, 2016 board meeting which will include the conceptual plans and timelines.
- Request to email Measure U board agenda items to CBOC members.

13. Adjournment

Meeting adjourned at 6:47 P.M.

Next meeting scheduled for January 17, 2017 at 5:30 P.M.

Accepted:

Marybeth (C)
Chair
Beverly Rodriguez
Clerk – Planning Technician

1-31-17
Date
1-31-17
Date

