

OAK PARK UNIFIED SCHOOL DISTRICT  
5801 E. CONIFER STREET  
OAK PARK, CALIFORNIA 91377  
(818) 735-3254

**OAK PARK CITIZEN OVERSIGHT COMMITTEE**  
**REGULAR MEETING**  
**Minutes**

DATE: Tuesday, February 06, 2018

TIME: 7:00 p.m. Open Session

PLACE: Oak Park Unified School District Office – Conference Room  
5801 Conifer Street  
Oak Park, CA 91377

PRESENT: Members: Shary Trux, Audrey Israel, Marc Shapiro, Bing Xu, Durga Kosaraju, Philip Bryne, Ty Avendano, Michael Schneider, Grant Meikle, Andrew Cook District Staff: Martin Klauss, Linda O’Gara. ABSENT: Danny Cohen & Adam Findley.

- I. Call to Order by Shary Trux at 7:08 PM
- II. Roll Call/Introductions – Were conducted - Guests Christy White Associates – Marcy & Natalie
- III. Approval of Agenda for February 06, 2018 Meeting - On motion of Andrew Cook, seconded by Audrey Israel, the Committee approved the Agenda of February 06, 2018. Motion Shary Trux, Audrey Israel, Marc Shapiro, Bing Xu, Durga Kosaraju, Philip Bryne, Ty Avendano, Michael Schneider, Grant Meikle, Andrew Cook, No - 0, Not Present Danny Cohen & Adam Findley.
- IV. Approval of Minutes from October 10, 2017 Meeting - Minutes of the October 10, 2017, on motion of Michael Schneider, seconded by Bing Xu, the Committee approved the Minutes of October 10, 2017. Motion Shary Trux, Audrey Israel, Marc Shapiro, Bing Xu, Durga Kosaraju, Philip Bryne, Ty Avendano, Michael Schneider, Grant Meikle, Andrew Cook, No - 0, Not Present Danny Cohen & Adam Findley.
- V. Accept for 2016-17 Annual Financial and Performance Audits for Bond Measures C6, R, and S - Presentations by audit firm of from Christy White Associates Marcy & Natalie presented an overview of each bond measure, Measure “S”, Measure “C6” & Measure “R”. Committee had discussions and questions regarding procedures, Revenues/Expenditures, Interest Rates and different maturity rates some % were high, Samples for performance audit would like to request higher samplings would like more jobs looked at & bid procedures regarding the Ed Code allowance and CUPCA Code to be acknowledged and processes were followed. Martin will check with Christy regarding both these requests/questions. Committee thanked both Natalie and Marcy for their presentations. On motion of Ty Avendano, seconded by Marc Shapiro, the Committee Accepted the 2016-17 Annual Financial and Performance Audits. Motion Shary Trux, Audrey Israel, Marc Shapiro, Bing Xu, Durga Kosaraju, Philip Bryne, Ty Avendano, Michael Schneider, Grant Meikle, Andrew Cook, No - 0, Not Present Danny Cohen & Adam Findley.
  - A. Martin informed the committee of the Bond Counsel presentations taking place on 2/7/2018 at the District Office. Shary suggested that committee members should attend – Shary and Philip will be in attendance.
  - B. Marc Shapiro requested an updated Measure R Master Spending Plan, invoices linked to Measure R items and an update of Enoch C6 spending plan from 1/1/2017 to current, were the quotes from the smart boards converted to POs? and when will the bond funds be exhausted?
  - C. Shary Trux requested a Status Report from Measure S summarizing the Board Authorized Measure S projects budget, expenditure, and construction progress through January 31, 2018.

- VI. Establish Committee and Subcommittee Meeting Schedules - February 27, 2018 Full Committee Meeting is tentative (Brown Act) - Martin will check if plan for reviewing Measure S Report if approved the next full committee will be March 27, 2018 to review the Measure S Report that will be sent by Martin to be reviewed by all then to eMail Martin by February 15th not including any other OPCOC member as an addressee/cc to the request. what each member identifies what projects and level of detail needed, once received Martin & Shary will review these requests early in the week of February 18th, agree upon the information and data to be provided, and respond to the entire committee regarding the anticipated date that the requested information will be provided to the members by March 1st. As a reminder, once received, the members may not discuss the information between themselves in any manner until the full Committee meets at the posted OPCOC meeting set for March 27, 2018.  
April 24, 2018 Full Committee Meeting to finalize reports that will be presented on May 15, 2018 to the Board. C6 meeting will be March 6, 2018 at the home of Audrey Israel.
- XI. Open Discussion/Future Agenda Items (Discussion): Danny Cohen Active on the committee
- XIII. Adjournment – the meeting was adjourned at 8:56 PM – On Motion of Shary Trux, the Committee approved Adjournment.

Recorded by Linda O’Gara