

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

OAK PARK CITIZEN OVERSIGHT COMMITTEE
REGULAR MEETING
Minutes – Approved

DATE: Tuesday, September 12, 2017

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

- I. Call to Order by Martin Klauss at 7:05 PM
- II. Roll Call/Introductions – Were conducted
- III. Public Comments – No Public Attendance.
- IV. Approval of Agenda for September 12, 2017 Meeting - On motion of Shary Trux, Seconded by Ty Avendano, the Committee approved the Agenda of September 12, 2017. Motion Shary Trux, Audrey Israel, Grant Meikle, Marc Shapiro, Adam Findlay, Bing Xu. New Members: Durga Kosaraju, Philip Bryne, Ty Avendano & Andrew Cook, No - 0, Not Present Michael Schneider & Danny Cohen
- V. Approval of Minutes from May 2, 2017 Meeting - : Minutes of the May 2, on motion of Shary Trux, Seconded by Adam Findley, the Committee approved the Minutes of May 2, 2017. Motion Shary Trux, Audrey Israel, Grant Meikle, Marc Shapiro, Adam Findlay, Bing Xu. New Members: Durga Kosaraju, Philip Bryne, Ty Avendano & Andrew Cook, No - 0, Not Present Michael Schneider & Danny Cohen
- VI. Committee Responsibility and Organization – The committee have questions regarding committee responsibility and measures resolutions & bylaws: **Section 9. Officers** change in officers only need Chair and Vice-Chair **Section 6 Meetings of the Committee** 6.1 The Committee shall meet at least once a year, but shall not meet more frequently than quarterly Martin to check on the meeting more than quarterly.
 - A. Ballot Measure Authorization (*Information/Discussion*)
 1. Measure C6, Technology & Equipment – Resolution 06-06
 2. Measure C, Parcel Tax – Resolution 08-01
 3. Measure R, Facility Repair & Maintenance – Resolution 08-18
 4. Measure S, School Facility Improvement, Equipment, & Technology Bond – Resolution 16-16
 - B. Committee Bylaws (*Information/Discussion*)
 - C. Establishment of Committee Organization & Officers:
 1. Election/Appointment of Officers:
 - a. Chair: Shary Trux - On motion of Philip Bryne, Seconded by Andrew Cook, the Committee approved Shary Trux Chair of the Full Committee (for one year).
 - b. Vice-Chair: Andrew Cook - On motion of Marc Shapiro, Seconded by Ty Avendano, the Committee approved Andrew Cook as Vice-Chair of the Full Committee.
 - c. Secretary: None appointed (not on the new bylaws).
 3. Subcommittee Organization
 - a. Establish Subcommittees – Measure R, Measure C6, & Parcel Tax C
 - b. Select Subcommittee Membership – Subcommittee Membership (see list below **):

c. Establish Subcommittee & Chairpersons: On motion of Shary Trux, Seconded by Marc Shapiro, the Committee approved the combining of the Measure C, C6 & R wind down using the older members and the full committee for the Measure S. Motion Shary Trux, Audrey Israel, Grant Meikle, Marc Shapiro, Adam Findlay, Bing Xu. New Members: Durga Kosaraju, Philip Bryne, Ty Avendano & Andrew Cook, No - 0, Not Present Michael Schneider & Danny Cohen

1. Measure C, C6 & R Chair Sub Committee: Audrey Israel - On motion of Shary Trux, Seconded by Grant Meikle, the Committee approved Audrey Israel as Measure C, C6 & R Chair Sub Committee.

b. **Select Subcommittee Membership – Subcommittee Membership is as follows:

Wind Down of Measure R, Measure C6, & Parcel C	
Audrey Israel - Chair	
Danny Cohen	Adam Findley
Marc Shapiro	Bing Xu
Michael Schneider	Grant Meikle

4. Establish Committee Meeting Schedules: The full committee meeting dates are as follows:
Regular Meeting – Tuesday, October 10, 2017 at 7:00 PM OPUSD District Office Conference Room
Measure R & S Work Tour - Saturday December, 9, 2017 at 9:00 AM.
Audit Review – Date in January 2017 TBD at the October 10th meeting.

VII. Open Discussion/Future Agenda Items (Discussion): New Measure (S) – will have new committee/new members:

Measure S Expenditure reporting:

Establish a mocked up summary report to request that the district provide

Establish frequency of reporting from district (quarterly?)

Establish a process for requesting detailed back up for certain expenditures

Establish how the committee will “Inform the public”

Annual report to board

Other

Discuss how we will satisfy section 4.1.d:

“Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.”

Discuss how we will satisfy section 4.1.c:

“Request from the district: copies of deferred maintenance plans developed by the District.”

Request report from district detailing facilities expenditures for measure R and Measure S greater than \$100k for use during facilities tour.

Schedule January Audit Meeting with Christy White

VIII. Adjournment – the meeting was adjourned at 9:00 PM – On Motion of Shary Trux, the Committee approved Adjournment.

Recorded by Linda O’Gara