

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: Monday, February 25, 2019

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: Audrey Israel, Marc Shapiro, Bing Xu Liu, Durga Kosaraju, Ty Avendano, Michael Schneider, Grant Meikle, District Staff: Martin Klauss, Linda Castellano. ABSENT: Philip Byrne and Andrew Cook. Guest Speaker: Valerie Shaw from CWA

- I. Call to Order by Martin Klauss at 7:10 PM
- II. Roll Call/Introductions – Were conducted
- III. Approval of Agenda for February 25, 2019 Meeting - On motion of Grant Meikle, seconded by Ty Avendano, the Committee approved the Agenda of February 25, 2019. Motion Audrey Israel, Marc Shapiro, Bing Xu Liu, Durga Kosaraju, Ty Avendano, Michael Schneider, Grant Meikle, No - 0, Not Present Phillip Byrne and Andrew Cook 7-0.
- IV. Approval of Minutes from January 28, 2019 Meeting - Minutes of the January 28, 2019, on motion of Grant Meikle, seconded by Marc Shapiro, the Committee approved the Minutes of January 28, 2019. Motion Audrey Israel, Marc Shapiro, Bing Xu Liu, Durga Kosaraju, Ty Avendano, Michael Schneider, Grant Meikle, No - 0, Not Present Phillip Byrne and Andrew Cook 7-0.
- V. Accept for 2017-18 Annual Financial and Performance Audits for Bond Measures C6, R, and S (*Discussion/Action*).
 1. C6 Audits passed out to the committee, Valerie Shaw went over the report Financial, Performance & Finding Sections, giving detail on Site Walks, Bid Procedures, Contracts & Change Orders and Citizens Bond Oversight Committee representatives requirements. – No findings.
 2. R Audits passed out to the committee, Valerie Shaw went over the report Financial, Performance & Finding Sections, giving detail on Site Walks, Bid Procedures, Contracts & Change Orders and Citizens Bond Oversight Committee representatives requirements. – No findings.
 3. S Audits passed out to the committee, Valerie Shaw went over the report Financial, Performance & Finding Sections, giving detail on Site Walks, Bid Procedures, Contracts & Change Orders and Citizens Bond Oversight Committee representatives requirements. – No findings.

On motion of Michael Schneider, seconded by Ty Avendano, the Committee Accepted the Annual Financial and Performance Audits for all Bond Measures C6, R & S. Motion Audrey Israel, Marc Shapiro, Bing Xu Liu, Durga Kosaraju, Ty Avendano, Michael Schneider, Grant Meikle, No - 0, Not Present Phillip Byrne and Andrew Cook 7-0.

- VI. Review of Bond Measures C6, R, and S Projects and Expenditures for Calendar Year 2018 (*Discussion/Action*)
- VII. Open Discussion/Future Agenda Items (*Discussion*):
The committee requested the following to be eMailed from Martin: Clarification of the C6

audit regarding fund revenues of \$176,612 apparently derived from other than bond funds. Clarification in the Measure S summary financial data (page 3 of 3) clarifying/reconciling the apparent \$1,189,058.82 deficit.

Committee's request, the most recent Measure S Bond Program status report (AccountAbility) same report that is sent to the board, itemizing projects, obligations, and expenditures from the program's inception (January 2017) to date February 2019. The most current diagram of the 6 modular classroom project on the Oak Hills Elementary campus

The OPCOC Annual Reports for the 2017-18 term, reporting on Calendar Year 2017 (01/01/17 - 12/31/17) in Word Doc format of all findings reports from last year. As discussed, the focus of this year's Committee should be on the performance and execution of the projects undertaken in the Measure C6, R, and S bond programs, respectively, and the Committee's findings, concerns, or comments, if any.

- VIII. Adjournment – the meeting was adjourned at 8:36 PM – On Motion of Michael Schneider Seconded by Marc Shapiro, the Committee approved Adjournment.
Next meeting is March 18, 2019.

Recorded by Linda Castellano