

**PERRIS UNION HIGH SCHOOL DISTRICT
MEASURE T & W – CITIZENS’ OVERSIGHT COMMITTEE**

155 E. 4th Street, Perris, CA 92570 – District Administrative Center
(Measure W – Approved by District Voters on November 6, 2018)

August 13, 2019 at 4:00 p.m.

Minutes

Citizens’ Oversight Committee

Members Present:

Sheila Curtis
Eric Kroencke
Marilee Menez
George Mills
Samantha Robles

Committee Members Absent:

Joshua D. Naggar
Robert McKinney

District Administrative Staff:

Grant Bennett, Superintendent
Candace Reines, Deputy Superintendent
Hector Gonzalez, Director of Facilities

Others in Attendance:

Kerrigan Bennett, District Bond Council
Sylvia Hinojosa, Administrative Assistant
Dr. Fred Good, Facilities Consultant
Xochitl Molina, Accountant

Call to Order:

Acting Chairman, Candace Reines, called the meeting to order at 4:03 p.m.

Roll Call:

Candace Reines indicated that a quorum was established.

Pledge of Allegiance:

Sheila Curtis led the Committee in reciting the Pledge of Allegiance.

Introductions:

Ms. Reines thanked the committee for their commitment and gave the floor to Superintendent Grant Bennett who began introductions by introducing himself. Introductions went around the table.

Public Comments:

No public comment

Presentation/Discussion led by District Bond Counsel, Kerrigan Bennett

- **Purpose and Functions of Citizens' Oversight Committee**

Kerrigan Bennett summarized the history of proposition 13 and proposition 46 and explained that the propositions permitted for bond measures by $\frac{2}{3}$ of the vote to raise funds for facilities. In 2000 proposition 39 was passed with a focus to support students through the 21st century and to increase accountability for school districts. Prop 39 passed, lowering the goal requirement to 55% and expanding the use of proceeds to establish funding for technology improvements as well. It increased the regime of accountability:

- Decreased the number of elections
- Established a tax rate
- Restricted the issuing bonds
- Required annual performance and audit of the bond
- Established a Citizens' Oversight Committee (COC)

The committee's role is to review expenditures done with bond monies.

- **Ballot Language and Project Descriptions**

Proposition 39 allows for full ballot language of the measure and the list of Project Descriptions to be provided to COC members. Mr. Bennett briefly went through the documents handed to members for their reference in regards to ballot language, project descriptions, types of projects that can be funded with these funds, etc. He further explained that if bonds are said to be used to construct a high school, it will include the expense for designing that school. He also briefly touched on the Measure T documents provided. These are the basic documents that COC members have to work with in regards to making decisions as to whether or not the funds are being expended appropriately. Furthermore, courts recognize that projects and needs change over time, and therefore, the specificity of the projects are written with flexibility for changes that can occur throughout the years of active projects and that listing the type of project would suffice. Mr. Bennett explained how although no money is to be spent on Administrators and/or Teacher salaries, the funds can be used to pay and/or hire someone who will be facilitating and overlooking the projects funded through the Measure. Candace Reines took this time to inform the committee that even though these funds are not being used on the Facilities Director's salary, who will be overseeing the progress of these projects, the District will be hiring an individual to help oversee and facilitate the administration of these projects. Finally, Mr. Bennett briefly explained that any member of the public and the committee has the right to bring forth any concern regarding monies being spent inappropriately so that it can be looked into. If it is found that in fact the District spent the money inappropriately, then that money would have to be reimbursed.

- **The Ralph M. Brown Act (California Open Meeting Law)**

Kerrigan Bennett briefly discussed the definition of a meeting under the Ralph M. Brown Act. A meeting can also inadvertently happen when you have the majority of the members discussing items relevant to the bond. He cautions in being careful of doing this as it is considered business that is to be agendized and accessible to the public. All committee business should be conducted in public. Mr. Bennett goes on to explain when and how the agenda is posted; seventy (72) hours prior to the meeting. At meetings it is important to only discuss items that are on the agenda. Candace Reines added that the agenda is posted on the website and on the glass board outside the Human Resources office. Mr. Bennett further spoke and described what a Serial Meeting is and cautions in being careful not to get caught up in these. Such meetings involve only a portion of the committee, but eventually involve the majority. Members should refrain from commenting or replying to questions done outside of meetings.

- **Citizens' Oversight Committee Bylaws**

Kerrigan Bennett referred to the bylaws to quickly review sections and duties of a COC. Section 3 of the bylaws includes the duties and responsibilities of the Oversight Committee:

- Review expenditures
- Inform the public
- Produce an annual report

Reviewing expenditure reports: COC members should go to the actual language of the ballot to understand and verify that expenditures are being spent accordingly. Informing the Public can be done via the website hosted by the District. Production of the annual report consists of presenting your findings for the expenditures done in that year. This report is usually produced in January or February. Section 4 of the bylaws describes the duties placed upon the Board and District and not members of the COC. The bylaws were quickly reviewed for a brief understanding.

Election of Officers (Action Item):

The committee's authority comes from the School Board through appointments and bylaws and is subject to the Ralph M. Brown Act. Generally offices last for one year and can be up for re-election by the committee. A member can serve the committee for up to three (3) consecutive years.

Superintendent Grant Bennett moved to appoint Eric Kroencke to serve as Chair due to his previous experience as a committee member and Board member. Mr. Kroencke accepted the appointment and Ms. Reines turned the meeting over to him. Mr. Kroencke asked for any volunteers to assist as Vice Chair of the committee. Samantha Robles motioned for Sheila Curtis to serve as Vice Chair; motion was seconded by Marilee Menez.

VOTE: Ayes 5, Noes 0, Absent 2, Abstain 0

Expenditure Report:

Candace Reines debriefed on the expenditure reports provided in this meeting and via email to all members. See attachments for details.

Presentation/Discussion on School District Facilities Projects:

Facilities Director, Hector Gonzalez, gave a brief synopsis of the current projects:

- Liberty High School is under construction now; should be starting the footing for buildings in the next few weeks. If all goes well, walls should be coming up in October. We are on track to open in August 2021 for students.
- CMI's project is out to bid for the construction of a new gymnasium and student drop off area. The District is hoping to get the project Board approved in September's meeting; about an eighteen (18) month project.
- Perris High School is in the completion phase. Final phase is the outside of buildings for a facelift; we are still in the planning phase and looking to start construction in the summer of 2020 and run for about twenty-four (24) months.

Although it is not part of the bond, Mr. Gonzalez included comments on the project at Paloma Valley High School (PVHS). District added a ten class building and a new concession stand with added restrooms; it is scheduled for a Grand Opening Ceremony August 30th at PVHS. Vice Chair, Sheila Curtis, commented on student enthusiasm due to the new added buildings.

Other Updates by the District or Consultants:

Candace Reines commented on State funding and how PUHSD is in the process of getting projects funded by the State.

Ms. Reines also informed the committee that we neglected to add the minutes of the last meeting in the Agenda for approval and will do so in our next meeting's agenda along with this meeting's minutes.

Committee Meeting Schedule:

Ms. Reines proposed the committee meet Tuesday, December 3, 2019 at Liberty High School's construction site. Sylvia Hinojosa to send out a calendar invite to the meeting and also a reminder a week prior to the meeting.

Comments: No additional comments.

Adjournment:

Vice Chair, Sheila Curtis motioned to adjourn the meeting and was seconded by Marilee Menez.

VOTE: Ayes 5, Noes 0, Absent 2, Abstain 0

The meeting was adjourned at 5:07 p.m.