

JEFFERSON SCHOOL DISTRICT
MEASURE J CITIZENS' OVERSIGHT COMMITTEE
Meeting Minutes
JUNE 22, 2012

In Attendance: Nicole Riley, Raul Salazar, Craig Saalwaechter, Jennifer Couch, Committee Members; Superintendent Dana Eaton; CBO Mindy Maxedon; Administrative Asst. Grace Merritt; Ken Podany and Char Yarnall, PJHM Architects; Anthony Continente, RGM Associates

1. OPEN SESSION

a. Call to order - 8:10 AM by Nicole Riley, Committee Chairperson

b. Roll Call – Russell Lovell, Nineb Tumazi and Mike Petrucelli were absent.

c. Pledge of Allegiance

d. MSA (Saalwaechter/Salazar) approve the agenda

Ayes – 4	Noes – 0	Absent – 3	Abstain – 0
Riley, Couch, Salazar, Saalwaechter		Lovell, Tumazi, Petrucelli	

2. PUBLIC HEARING – no comments

3. APPROVAL OF MARCH 26, 2012 MINUTES –

MSA (Saalwaechter/Couch) approve the March 26, 2012 minutes

Ayes – 4	Noes – 0	Absent – 3	Abstain – 0
Riley, Couch, Salazar, Saalwaechter		Lovell, Tumazi, Petrucelli	

4. UPDATE ON MEASURE J PROJECTS AND TIMELINE – Dr. Eaton updated the committee on the direction of the Jefferson School design. Modifications to the school design are being implemented to reduce the overall budget of the school. The committee reviewed an updated project timeline provided by PJHM. The Jefferson School DSA approval timeline has been pushed back by approximately six months to allow time for the redesign.

5. SHARING OF MAY NEWSLETTER – The May 2012 newsletter was provided for review. Job site photos will be included in upcoming editions.

6. REVIEW NEW CONTRACTS OBLIGATING BOND FUNDS – New project contracts were provided for review.

7. APPROVAL OF EXPENDITURE REPORTS FOR CURRENT PROJECTS AND PROGRAMS – Budgets by project and general ledger reports were reviewed by the committee. General ledger reports to be provided at the next meeting will have a different look. The new finance system will be in place.

MSA (Salazar/Saalwaechter) approve expenditure reports

Ayes – 4	Noes – 0	Absent – 3	Abstain – 0
Riley, Couch, Salazar, Saalwaechter		Lovell, Tumazi, Petrucelli	

8. AUDIT FIRM CONTRACT CONSIDERATION – The Cichella and Tokunaga three year audit proposal was reviewed by the committee at a yearly fee of not exceed \$3000. Mrs. Maxedon will report back as to whether or not the audit cost is to be paid with bond funds.

MSA (Couch/Salazar) accept contract proposal from Cichella and Tokunaga

Ayes – 4	Noes – 0	Absent – 3	Abstain – 0
Riley, Couch, Salazar, Saalwaechter		Lovell, Tumazi, Petrucelli	

9. **APPOINTMENT OF COMMITTEE MEMBERS** – Three applications were received for the committee openings. The three members approved by the school board are as follows:
Mr. Craig Saalwaechter - reappointed
Mr. Raul Salazar - reappointed
Mr. Steve Abercrombie will take the seat vacated by Mike Petrucelli.
10. **FUTURE BUSINESS**
- Jefferson School design update
 - Expenditure reports
 - Newsletter
 - Schedule site visits
11. **UPCOMING EVENTS** – The next meeting is tentatively scheduled for August 21, 1:00 PM
11. **ADJOURNMENT** – The committee adjourned to the facilities tour.
Saalwaechter/Couch at 8:50 AM

Respectfully submitted,

Dana Eaton
Superintendent
Jefferson School District