JEFFERSON SCHOOL DISTRICT
MEASURE J CITIZENS' OVERSIGHT COMMITTEE
Meeting Minutes
August 21, 2012

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

1. OPEN SESSION

a. Call to order – 1:08 PM by Nicole Riley, Committee Chairperson
b. Roll Call – Russell Lovell was absent; Jennifer Couch and Steve Abercrombie arrived shortly after the meeting was called to order.
c. Pledge of Allegiance
d. MSA (Saalwaechter/Salazar) approve the agenda

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

2. PUBLIC HEARING – no comments

3. APPROVAL OF JUNE 22, 2012 MINUTES

MSA (Saalwaechter/Couch) approve the June 22, 2012 minutes

Ayes – 5	Noes – 0	Absent – 2	Abstain – 0
Riley, Couch, Tumazi,		Lovell,	
Salazar, Saalwaechter		Abercrombie	

4. UPDATE ON MEASURE J PROJECTS AND TIMELINE – Dr. Eaton shared pictures of the site projects which show good progress. Char Yarnall provided an updated project timeline.

5. SHARING OF MAY NEWSLETTER – The August 2012 newsletter was provided for review. Construction site safety is being stressed in the newsletter and with the students at school.

6. REVIEW NEW CONTRACTS OBLIGATING BOND FUNDS – There are no new contracts.

7. APPROVAL OF EXPENDITURE REPORTS FOR CURRENT PROJECTS AND PROGRAMS – Project budgets and general ledger reports were reviewed by the committee. With the new finance system in place report formats have changed. It was requested that total encumbered and ending balance Series A funds expenditures be provided. Mrs. Maxedon will provide this to the committee.

The district was awarded a $50,000 grant for environmental testing and work to be performed at the Jefferson School site. PJHM was instrumental in the grant application process.

MSA (Salazar/Abercrombie) approve expenditure reports

Ayes – 6	Noes – 0	Absent – 1	Abstain – 0
Riley, Couch, Tumazi,		Lovell	
Salazar, Saalwaechter, Abercrombie			

8. REORGANIZATION OF COMMITTEE MEMBERS

MSA (Salazar/Saalwaechter) nominate Nicole Riley as chairperson

Ayes – 6	Noes – 0	Absent – 1	Abstain – 0
Riley, Couch, Tumazi,		Lovell	
Salazar, Saalwaechter, Abercrombie			

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MSA (Riley/Couch) nominate Steve Abercrombie as vice-chairperson

Ayes – 6	Noes – 0	Absent – 1	Abstain – 0
Riley, Couch, Tumazi, Salazar, Saalwaechter, Abercrombie		Lovell	

MSA (Tumazi/Salazar) nominate Craig Saalwaechter as secretary

Ayes – 6	Noes – 0	Absent – 1	Abstain – 0
Riley, Couch, Tumazi, Salazar, Saalwaechter, Abercrombie		Lovell	

9. **FUTURE BUSINESS** – Members discussed lines of communication with our families. School newsletters and the bond newsletter are keeping our community well-informed. Regular updates are added to the district website, also. Members suggested Dr. Eaton share Measure J information at parent club meetings.

10. **UPCOMING EVENTS –** The next meeting is scheduled for November 27, 2012 at 1:00 PM

11. **ADJOURNMENT**
Abercrombie/Saalwaechter at 2:00 PM

Respectfully submitted,

Dana Eaton
Superintendent
Jefferson School District

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