

Meeting Minutes

Planning and Operations

1130 Fifth Avenue
Chula Vista, CA 91911

Project # 572-8100.00

Tel: Fax:

SUHSD Program Management

Bond Oversight Committee Meeting 33

Date	Start	End	Next Meeting	Next Time	Prepared By	Company
6/21/2012	05:45 PM	08:29 PM	7/12/2012	05:45 PM	Alina Cruz	Sweetwater Union High School District

Location	Next Location	General Notes
SUHSD Board Room 1130 Fifth Avenue Chula Vista, CA 91911	SUHSD Board Room 1130 Fifth Avenue Chula Vista, CA 91911	

Attended By **Non-Attendees**

Sweetwater Union High School District - Paul Woods
Citizens' Bond Oversight Committee - Bernardo Vasquez
Citizens' Bond Oversight Committee - David Butler
Citizens' Bond Oversight Committee - Guillermo Camarena
Sweetwater Union High School District - Dianne Russo
Citizens' Bond Oversight Committee - Kevin O'Neill
Citizens' Bond Oversight Committee - Nick Marinovich

Item	Meeting Item Description	Resp	Status	Due Date	Compl'd	Cls'd
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1. Call to Order

Call to Order

003-001 Meeting called to order by Bernardo Vasquez at 5:45 p.m.

Roll Call:
David Butler - Present
Guillermo Camarena - Present
Nick Marinovich - Present
Kevin O'Neill - Present
Bernardo Vasquez - Present

Bernardo Vasquez (CBOC) No

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2. Approval of Meeting Minutes

Approval of Meeting Minutes

003-003 Minutes for May 12, 2012, were unanimously approved.

Bernardo Vasquez (CBOC) No

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3. Report from CBOC Chair

Report from the Outgoing CBOC Chair

003-008 Bernardo Vasquez first thanked the committee for allowing him to serve his term. He then asked that in

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	the future, the agenda packet for the meetings be sent out two days prior to the meeting. He reported that he attended the board meeting and brought up continuing concerns that requested information was not forthcoming on a timely basis (e.g. report on Proposition O and State Matching Funds received this morning). He asked the committee to continue with momentum since now it looks like they are getting the information that they need from the District. Nick Marinovich commented that he felt strongly about getting the agenda on the website at least 48 hours prior to the meeting date. Kevin O'Neill joined the meeting at this point and apologized for being late. He commented on the duties of the CBOC and thanked Bernardo Vasquez for the job he had done. David Butler also thanked and commended Bernardo Vasquez.					
		Bernardo Vasquez(CBOC)				No

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4. Other Issues						
Election of Chair						
003-009	David Butler nominated Nick Marinovich for Chair, noting that he could bring an objective viewpoint. The motion was seconded by Guillermo Camarena and unanimously approved. Nick Marinovich spoke of his qualifications and accepted. Kevin O'Neill made a motion to keep David Butler on as Vice-Chair for another year. The motion was seconded by Bernardo Vasquez and unanimously approved.					
		Bernardo Vasquez(CBOC)				No

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5. Public Comment						
Public Comment						
004-002	Paul Woods commented that this was the portion of the meeting where the public could make comments on items not on the agenda, but the committee could not take action on them. Mrs. Kathleen Cheers spoke about the positive difference between MOH Phase 2 and MOH Phase 1. She also commented on Prop O agenda items, the Solar Power projects, the MOH Gym, and the CBOC. She asked the CBOC Chair if she could provide data obtained from the County Board of Education regarding state-matching funds. Mr. Stewart Payne addressed the dirt at SOH and the funds that would be used to move it. He asked that the CBOC remain vigilant. Dianne Russo gave the background on the SOH dirt and answered questions from the CBOC on it. Kevin O'Neill made a motion to request a written assurance from Dr. Brand that Prop O funds would not be used to remedy the SOH dirt issue. Bernardo Vasquez seconded the motion and it passed unanimously.					
		Nick Marinovich (CBOC)				No

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6. Status of Prop O						
Construction Update						
008-010	a. Project status reports Staff went over construction highlights report. The CVH portable removal project was discussed and clarified. Staff described The HTH Title IX project. MOH Project 2, the County Office of Ed's role and the design-build process were discussed. Bernardo Vasquez asked that the funds used to pay back the County for MOH Project 2 be shown on the financials report. MOM progress was discussed. Staff reported on the moving process at SOH and occupation at SOM. Staff also reported on SUH Welding Building, BCA's termination and the new project architect. CBOC requested that the cost of changing the architect be reported. Lastly, the solar projects were discussed at length. Bernardo Vasquez					

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	requested supporting documentation on the financial reports. Kevin O'Neill requested that none of the funds earmarked for inspection be moved to a different line without notification to CBOC. Nick Marinovich requested that the CBOC be provided with copies of board items prior to the board meeting and staff agreed to provide them in the future.					
	b. Change order analysis Staff presented a summary of the change orders for Prop O projects and answered specific questions on project change orders. The CBOC asked that the architect and engineer be listed on the matrix in the future. Staff agreed and hoped to list the four categories of errors for next meeting. CBOC also asked that a list of contract allowances be shown. Mr. Payne commented on what he felt was the inaccuracy of change order rates on the report. Deductive and additive change orders were discussed. CBOC asked that the actual cost of additive and deductive change orders be in addition to the percentage amounts.					
		Paul Woods (SUHSD)				No

Update on iPad Initiative

008-015 Diane Russo reported on the 6,000 iPads purchased and their status (i.e., managed software, engraved, with protective cases, handed out to teachers, etc.). She described the process of board approval and how although there might be individual board items for each of the vendors, it is all part of the total package for the iPads. She went over the schedule for handing out the iPads, which will be given out after the first 10 days of school.

She reported that there will be new IT techs at the middle schools in order to support the students and teachers with their iPads. The total project will cost approximately \$4.3 million dollars with various sources for funding, with approximately \$1.8 million coming from Prop O funding. The Prop O funds will pay for the iPads and the infrastructure. The parents will have to sign an acceptable use contract and the librarian will be responsible for collecting the iPads at the end of the year, as they currently are with textbooks.

The iPads fall under the equipment category and there was concern from CBOC regarding the battery life. Diane Russo was asked if the iPads were being purchased directly from Apple and if there was a performance contract. She responded that they are being purchased from Apple and that we have a legal opinion that they could be purchased with Mello Roos monies which have a useful life clause, unlike Prop O monies which do not have the same type of constraints.

If there is damage to the iPad, despite the precautions taken with the protective cases, the students/parents would need to pay \$49 for the Apple Care and would be given a loaner to use while their iPad is being repaired. This is all in the acceptable use agreement.

CBOC asked if there was a measurement plan to see if the project is successful or not. Diane Russo responded that the Curriculum Department is working on developing evaluation tools. Bernardo Vasquez asked for the funding plan for the next 6 years and measurement plan for the iPads. He stated that these had already been requested before. Diane Russo responded that this had previously been discussed and that the District would not be able to set aside \$30 million dollars to fund iPads for the next 6 years, but that they are looking at options to raise funds, with a potential option at this time to raise \$1.5 million.

She said the District goal is to get the 7th graders set with the iPads and then continue to look for various ways to raise the money for the following years. Bernardo Vasquez commented that although this sounded good, he wanted to know where the CBOC could find the plan so that when Diane Russo and Dr. Brand leave the District, the project does not get put aside for lack of funds. Diane Russo responded that the plan is still being developed, along with the evaluation tools.

Bernardo Vasquez asked who the person was in charge of the whole iPad project and Diane Russo

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responded that different people are in charge of different aspects of the project, with David D'Amico in charge of educational technology, Finance in charge of the funding and Curriculum in charge in terms of textbooks. There was still concern from CBOC that there is no one person overseeing the whole project and that there was not a system in place to measure the success of the project. A CBOC member Nick Marinovich pointed out that this is the type of thing that needs to be incorporated into a Long Range Facilities Master Plan (LRMFP). He commented that the LRFMP is overdue to be updated and would answer many of the questions asked once this was done.

Kathleen Cheers commented on the purchase of iPads and that she had heard in the community that parents would not pay \$300-\$500 if their child loses their iPad. She did not believe that a broken screen would be covered under the warranty. Diane Russo claimed that sometimes it is. Kathleen Cheers expressed concern about the 3-year battery life of the iPads. She also asked why the data from a former project at HTH for parents to purchase iPads through the District was not brought forth. She stated that she felt this project was "a debacle in the making." Stewart Payne commented that since most students had or wanted iPhones, he felt that the District didn't need to purchase iPads, they needed to purchase only the software to download the textbooks.

Stewart Payne felt that the District had no plan when they purchased the iPads and that they should have negotiated free batteries into the contract with Apple. He asked about what happens to an iPad if a student transfers in the middle of the school year. The cost of electronic licensing of textbooks versus the cost of hard copy textbooks was then addressed by CBOC. They asked if the electronic licensing had to be purchased yearly. Diane Russo answered that she did not know, but that some of the textbook sets were being sent with electronic versions on a disc already and that each classroom would have a textbook set for students who forgot their iPads. Kevin O'Neill felt that it was much less cost effective to pay a yearly electronic licensing fee rather than buying a textbook that would last many years. He closed by expressing concern that the District did not seem to know where they wanted to go when they decided to purchase the iPads.

Dianne Russo
(SUHSD) No

Update on Prop O and Prop BB Finances

- 008-025** a. Remainder of BB funds
Diane Russo discussed funds left over from Prop BB. Mrs. Cheers commented on Prop BB funds.
- b. Transfers between Funds 22 (bond) and 35 (state)
Diane Russo addressed the article in the Reader and explained the transfer process between Prop O funds and the state-matching funds. Nick Marinovich commented on the importance of building trust. Bernardo Vasquez commented on the importance of having a clear, simple financial report.
- c. Funding update
Staff presented the K-4 report.

Dianne Russo
(SUHSD) No

Update on Response to the Prop O Performance Audit

- 008-030** Staff reported it should be ready by the end of June.
- Paul Woods
(SUHSD) No

Update on Staffing

- 008-020** Paul Woods presented an organization chart with the percentage paid by Prop O funding and answered questions on it. Current staffing was compared to SGI's staffing and the savings produced was presented. Purchasing department's role in Prop O was discussed. Mrs. Cheers commented on consultants and their costs.

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		Paul Woods (SUHSD)				No

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8. Other Business

Consider Forming Sub-Committees

- 033-006 a. Annual report sub-committee
Bernardo Vasquez made a motion for him and David Butler to be members of the annual report sub-committee. Nick Marinovich seconded the motion and it was passed unanimously.
- b. Project review sub-committee
CBOC discussed if this sub-committee was still needed or if the group now has the expertise to move forward without it. It was decided that, at this point, PW, Nick Marinovich and a second CBOC member would meet weekly to address any issues.
- Nick Marinovich (CBOC) No

Other Announcements

- 033-007 Paul Woods announced MOM groundbreaking in August, SOH ribbon cutting is on August 9th. CBOC was invited to attend. CBOC openings are still being advertised since no applications were received by the due date. Staff was asked to notify CBOC about board meeting dates. Prop O website server is being switched so if there are any broken links, notify Paul Woods so that he can have Grants repair links. CBOC member asked again for a master CPM schedule. Kevin O'Neill asked for information on SOH dirt and the process by which it came to be there. Nick Marinovich commented that Dr. Brand needs to be told that resources are needed to supply the CBOC with the reports requested so trust can be rebuilt. Mrs. Cheers commented on the SOH dirt and commended the current CBOC.
- Paul Woods (SUHSD) No

Establish Future Meetings

- 033-008 The next CBOC meeting is scheduled for Thursday, July 12th at SOH, 5:45. Bernardo Vasquez made a motion to keep the rest of the meetings on the calendar as they were, except for moving the August meeting to August 16th. David Butler seconded the motion and it was unanimously passed.
- Nick Marinovich (CBOC) No

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9. Meeting Adjourned

Adjourned

- 033-010 The meeting was adjourned at 8:29 p.m.
- Nick Marinovich (CBOC) No

Cc:	Company Name	Contact Name	Copies	Notes
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The minutes written above represent our understanding of all items discussed in the meeting. These minutes shall stand as the correct and complete record of the meeting unless corrections, discrepancies or additional items are brought to the attention of the writer within 48 hours of receiving these minutes.