

**MOUNTAIN VIEW WHISMAN SCHOOL DISTRICT
INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE
("MEASURE G-OVERSIGHT COMMITTEE")**

AGENDA

**Tuesday, January 29, 2013
6:30 P.M.**

**Board Room
750-A San Pierre Way**

- I. CALL TO ORDER AND COMMUNICATIONS** **6:30**
A. Roll Call
B. Approval of Agenda
C. Community Comments
NOTE: The committee, in compliance with the Brown Act, is not permitted to take action on non-agendized items.
- II. REVIEW AND DISCUSSION** **6:50**
A. Middle School Site Tours
B. Student Facilities Improvement Plan (SFIP)
C. Measure G
- .III. REVIEW AND ACTION** **7:40**
A. Amended Bylaws
- IV. CONSENT AGENDA** **7:50**
A. Minutes of COC Meeting on December 18, 2012
-
- V. ITEMS FOR FUTURE AGENDA ITEMS**
- VI. FUTURE COC MEETING DATES**
A. April 30, 2013
B. June 25, 2013
- VII. ADJOURNMENT** **8:00**

Members

Juan Aranda	Charlie Durand	Phil Palmer – Ex-Officio
Jeremy Burns – Vice-Chair	Jessica Gandhi	Peter Pirnejad
Greg Coladonato - Chair	Christi Opitz	Fiona Walter - Secretary
Dana Doctorow		

CC: Board of Trustees
Craig Goldman, Superintendent
Principals

**MOUNTAIN VIEW WHISMAN SCHOOL DISTRICT
INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE
("MEASURE G-OVERSIGHT COMMITTEE")**

Middle School Tour for COC

**Wednesday, January 23, 2013
3:15 P.M. – Graham Auditorium**

Middle School Tour Locations

**Crittenden – 1701 Rock Street, Mountain View, CA 94043
Graham – 1175 Castro Street, Mountain View, CA 94040**

Introduction to Site Administration

Review of Student Facilities Improvement Plan

Tour of the Facilities

Highlight of Current Facilities Issues

Members

Juan Aranda

Jeremy Burns – Vice-Chair

Greg Coladonato - Chair

Dana Doctorow

Charlie Durand

Jessica Gandhi

Christi Opitz

Phil Palmer – Ex-Officio

Peter Pirnejad

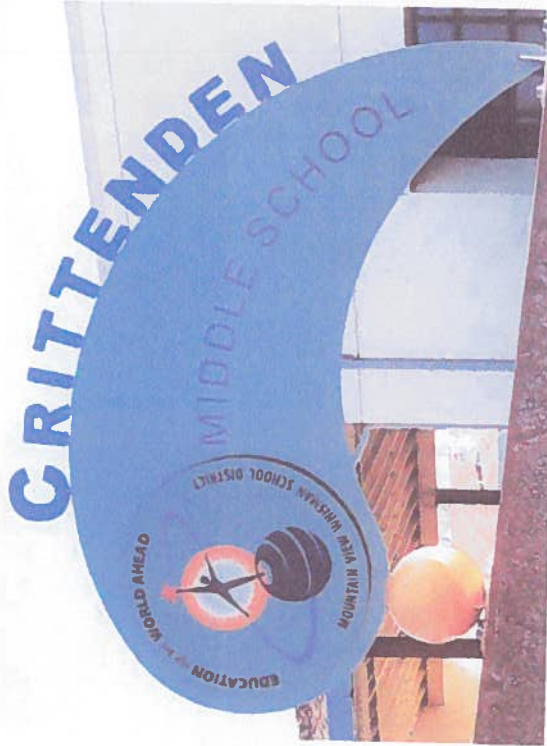
Fiona Walter - Secretary

CC: Board of Trustees
Craig Goldman, Superintendent
Principals

SPECIAL ASSISTANCE FOR ENGLISH TRANSLATION:

The Mountain View Whisman School District is dedicated to providing access and communication for all those who desire to attend Board meetings. Anyone planning to attend a Board meeting who requires special assistance or English translation is asked to call the Superintendent's Office at (650) 526-3552 at least 48 hours in advance of the time and date of the meeting.

El Distrito Escolar de Mountain View Whisman esta dedicado a proveer acceso y comunicación a todas las personas que desean asistir a las reuniones de la Junta. Se pide que aquellas personas que planean asistir a esta reunión y requieren de asistencia especial llamen a la Oficina del Superintendente al (650) 526-3552 con por lo menos 48 horas de anticipación del horario y fecha de esta reunión, para así poder coordinar los arreglos especiales.



Crittenden Middle School

1701 Rock Street, Mountain View, CA 94043

Principal: Karen Robinson

Introduction

Crittenden Middle School is located in the northeast portion of Mountain View and serves students in grades 6-8. Crittenden offers academic and extracurricular activities which are an integral part of the educational program. Additionally, the school offers an excellent music program and students are encouraged to participate. The campus was originally constructed in 1948. Since the original construction, a number of modernization and addition projects have taken place starting in the early 1950s and continuing through 2007.

The site is 20.94 acres and consists of three parcels, with the Permanente Creek running on the western side of the property. The net usable space for the middle school is about 17.24 acres, due to the District's corporation yard and the easement required by Santa Clara Valley Water District for the creek. The easement area of the creek is currently fenced

off from the rest of the campus and is not being used in any capacity.

The buildings on this site are mostly site-built and include classrooms, a library, an MUR with District kitchen, a music building, an administration and staff building, locker building, and gymnasium. There is one modular building which houses Beyond the Bell (BTB), one of MVWSD's extended care programs. The corporation yard consists of two site-built warehouses and a modular building housing transportation offices.

Crittenden maintained a school-wide average class size of 26.5 and a student-to-teacher ratio of 20:1 for the 2008-09 school year. Average class sizes vary by grade level taught, and may be impacted by variations in State funding.

Main Issues

While most buildings were modernized in 1998, the modernization did not address several areas such as growth in enrollment and program changes; also, the majority of the facilities are over fifty years old and in need of renovation.

The MUR building is undersized for the intended functions. The campus does not have sufficient restrooms to meet current campus capacity. There are many accessibility non-conformities throughout the site; stage lift, drinking fountains, and restrooms do not comply with current accessibility code requirements. Additionally, the gymnasium does not have accessible seating. The existing two-story building is under-utilized due to acoustical deficiencies of the second floor. The existing modular building was built in 1995 and is prone to deterioration; additionally, it consists of a ramp which does not comply with current accessibility code requirements. While this school offers rich music and performing art programs, it

lacks adequate performing space. Furthermore, the district's maintenance and operation facilities have not been consolidated since the merger and are currently housed at both Crittenden and Graham Middle Schools.

Potential seismic deficiencies were identified in some of the classroom buildings. While none of the deficiencies detected were of a serious enough nature to warrant immediate action, they need to be addressed as part of the plan. The existing fire alarm system does not comply with current code.

For a complete assessment of the facilities refer to the Conditions & Needs Analysis report available on the District's website at www.mvwsd.org/SFIP.

Proposed Scenario

The existing MUR will be upgraded and reconfigured by eliminating the internal classroom to accommodate students during assemblies and dining. The library/computer building will be replaced and relocated with a two-story site-built library/classroom building to allow for more program space, improve campus supervision, and maximize outdoor play areas. The band/vocal classrooms will be reconfigured to create space for the extended care program, ensuring student health and well-being by eliminating the modular building. Locker rooms will be relocated adjacent to the gymnasium to reflect current needs. The remaining buildings will be renovated to provide better teaching environments, and ensure maintenance, longevity, and accessibility compliance. Restrooms and drinking fountains throughout the campus will be upgraded to meet accessibility code requirements. Additionally The plumbing equipment and fixtures will be replaced with those that reduce water consumption. An auditorium building comprised of music classrooms is proposed to be utilized as performance space by the school as well as the community during assemblies and special events. The maintenance and operations warehouses will be centralized at Graham Middle School, while the transportation offices will be relocated to Crittenden Middle School.

The existing eastern parking will be expanded to accommodate the auditorium, maintenance and operations warehouses as well as the school. Parking lots, concrete walkways and hard-court play areas will be resurfaced to avoid any trip hazards and protect from further deterioration. Covered walkways will be repaired and re-roofed where necessary. A shade structure adjacent to the MUR will be provided to accommodate outdoor assemblies and activities. New landscaping elements will be provided to better identify school entry and provide a pleasant environment for students. A running track will be provided to improve the existing athletic fields.

The existing fire alarm system will be replaced with a district-wide, network-based, addressable system with adequate notification devices throughout the campus. The electrical and mechanical systems will be upgraded with high-energy efficiency equipment and connected to the EMS, to reduce energy consumption, operating costs, and provide comfort in the teaching and learning environment. Where appropriately indicated, such systems will utilize alternative, green sources of energy, including solar power. The security system will be replaced with a district-wide system. A network-based video safety system will be implemented to monitor the outdoor areas of the campus. The existing technology infrastructure will be upgraded to support emerging technology trends and to enhance student achievement and engagement.

The sanitary sewer, storm drain and water lines will be evaluated and replaced, if necessary. Further studies will be conducted to confirm the identified seismic deficiencies and, to the extent necessary, implement retrofit measures to upgrade structural elements and improve structural safety. Additionally District kitchen food service equipment will be evaluated and replaced if necessary.

The following site diagram is a conceptual illustration of possible scenarios reflecting general, relative sizes and shapes of the proposed improvements and is subject to



Crittenden Middle School

- 1 Classrooms**

 - Construction of a two-story classroom building
 - Addition of three classrooms adjacent to the auditorium
 - Reconfiguration of existing classrooms to provide for extended care programs
- 2 Not Used**
- 3 Support facilities**

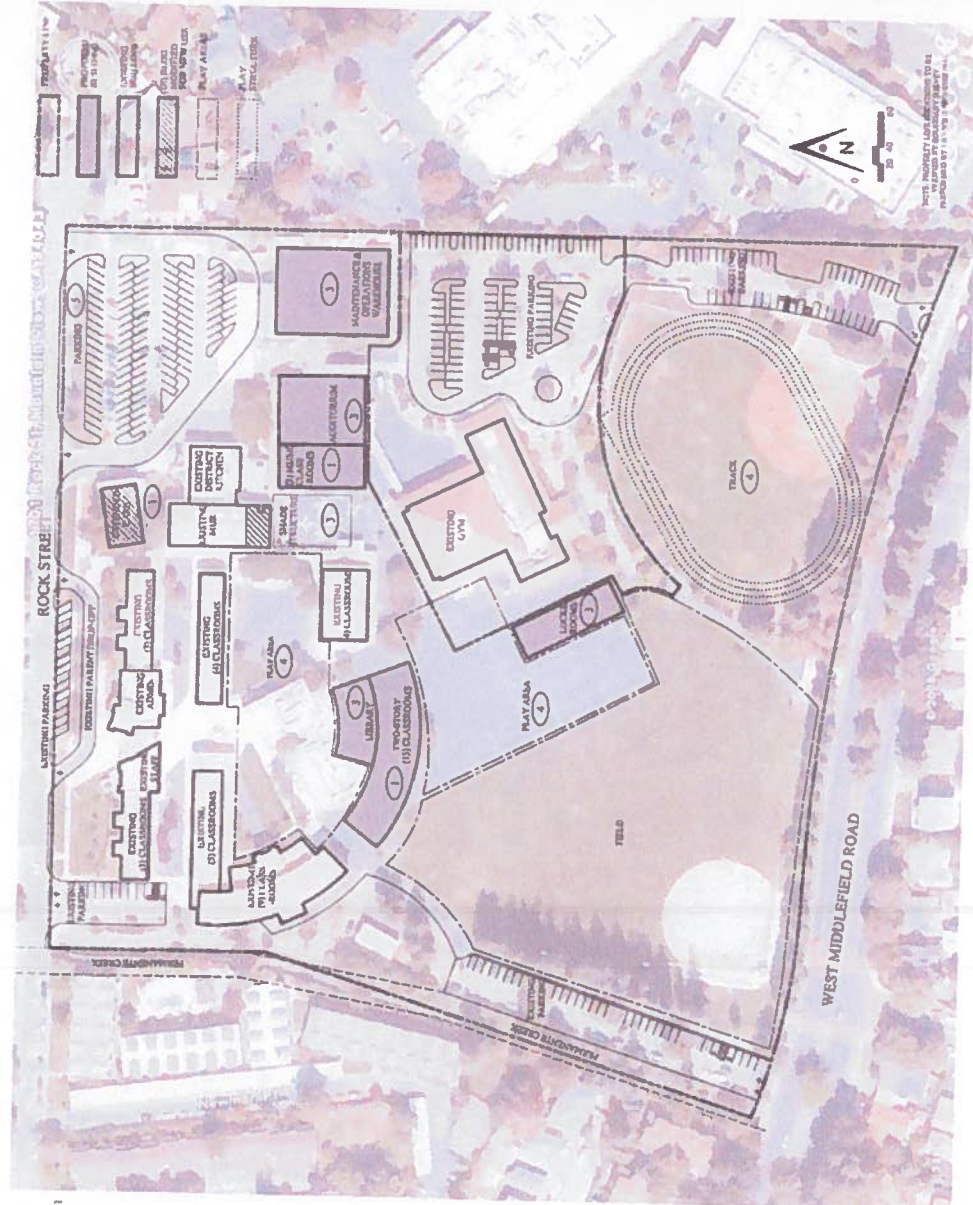
 - Replacement of the library/media center
 - Replacement of the locker rooms
 - Addition of an Auditorium building
 - Replacement of the maintenance and operations warehouses
 - Addition of a slide structure near the M.I.R.
- 4 Play Areas**

 - Reconfiguration and re-surfacing of hard-court play areas
 - Addition of a running track
- 5 Bus loading, Pick-up/Drop-off, and Parking**

 - Reconfiguration of the existing parking lot to add spaces and support the use of the Auditorium for school and community events

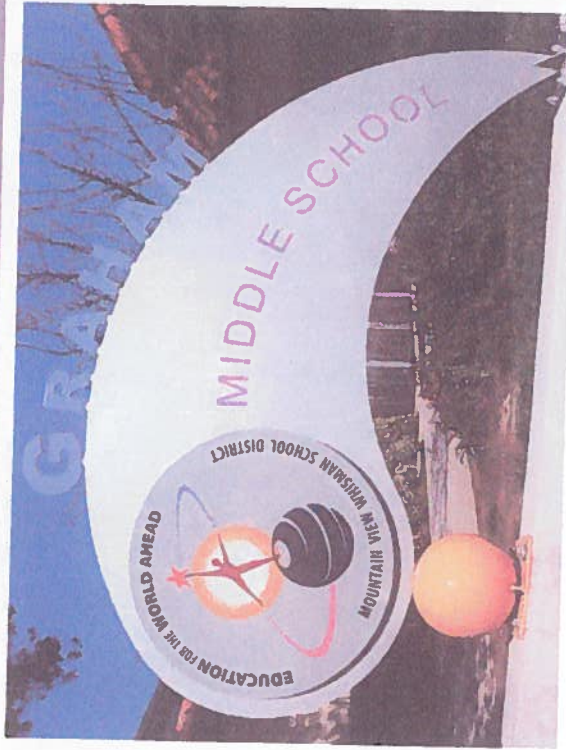


Existing Site Plan



Proposed Scenario





Graham Middle School

1175 Castro Street, Mountain View, CA 94040

Principal: Gretchen Jacobs

Introduction

Graham Middle School is located on the southwest portion of the Mountain View Whisman School District and serves grades 6-8. All students pursue a comprehensive, academically-oriented core curriculum. Exploratory classes are offered in 6th and 7th grade and electives in 8th grade. The school offers an excellent music program for students; over 60% of the students participate in instrumental or vocal music.

The campus was originally constructed in 1957. Since the original construction, a number of modernization and addition projects have taken place starting in 1958 and continuing through 2000. The middle school site is 16.87 acres; in addition to which, due to a joint use agreement with the City of Mountain View, the gymnasium is located on adjacent City property of 2.89 acres. Buildings on this site are a combination of modular and site-built buildings which

include classrooms, Pre-schools, a library, an MUR, an administration building, a kitchen, cafeteria, and a gymnasium. One of the District's corporation yards comprised of a warehouse, shop building, and storage is also housed on this site.

Graham maintained a school-wide average class size of 25.9 and a student-to-teacher ratio of 21.7:1 for the 2008-09 school year. Average class sizes vary by grade level taught, and may be impacted by variations in State funding.

Main Issues

While most buildings were modernized in 2000, the modernization did not address several areas such as growth in enrollment and program changes; also the majority of the facilities are over fifty years old and in need of renovation. Furthermore, seven of the modular buildings were built prior to 1995 and are prone to substantial deterioration. Some of the existing buildings are not of adequate size for their

intended functions. The MUR building is undersized for the current capacity. The administrative spaces including the staff lounge are housed in multiple buildings; additionally the nurse's office does not contain a dedicated student restroom. There are many accessibility non-conformities throughout the site; casework, locker room showers, and restrooms do not comply with current accessibility code requirements; additionally, the gymnasium does not have accessible seating. Also while this school offers rich music and performing art programs, it lacks adequate performing space. Furthermore, the District's maintenance and operation facilities have not been consolidated since the merger and are currently housed at both Crittenden and Graham Middle Schools.

Potential seismic deficiencies were identified in the library and some of the classroom buildings. While none of the deficiencies detected were of a serious enough nature to warrant immediate action, they need to be addressed as part

of the plan. The existing fire alarm system does not comply with current code and the parking lot does not have sufficient lighting for pedestrian safety.

For a complete assessment of the facilities refer to the Conditions & Needs Analysis report available on the District's website at www.mvwsd.org/SFIP.

Proposed Scenario

The existing MUR will be reconfigured to create classrooms for extended care and music programs. The kitchen/staff lounge building will be remodeled to provide indoor dining space for students. The existing administrative building will be expanded to accommodate the necessary support spaces centralized under one roof.

Where appropriate, modular classrooms will be replaced with a two-story site-built building to ensure student health and well-being, allow for more program space, maximize outdoor play area, and improve campus supervision. Restrooms and drinking fountains throughout the campus will be upgraded to meet accessibility code requirements. Additionally, plumbing equipment and fixtures will be replaced with those that will reduce water consumption. The remaining buildings will be renovated to provide better teaching environments, and ensure maintenance, longevity, and accessibility compliance.

An auditorium building adjacent to the existing MUR is proposed to be utilized by the school as well as the community for assemblies and special events. The maintenance and operations warehouses will be relocated to Graham Middle School, whereas Crittenden will be utilized as the District's transportation yard including an office building as well as bus parking.

The existing northern parking lot will be reconfigured to accommodate the new auditorium. Where required, parking lots, concrete walkways and hard-court play areas will be resurfaced to avoid any trip hazards and protect from further deterioration. Covered walkways will be repaired and re-

roofed where necessary. Additionally, exterior lighting fixtures are planned to improve campus safety. New landscaping elements will be provided to better identify school entry and provide a pleasant environment for students.

The existing fire alarm system will be replaced with a district-wide, network-based, addressable system with adequate notification devices throughout the campus. The electrical and mechanical systems will be upgraded with high-energy efficiency equipment and connected to the EMS, to reduce energy consumption, operating costs, and provide comfort in the teaching and learning environment. Where appropriately indicated, such systems will utilize alternative, green sources of energy, including solar power. The security system will be replaced with a district-wide system. A network-based video safety system will be implemented to monitor the outdoor areas of the campus. The existing technology infrastructure will be upgraded to support emerging technology trends and to enhance student achievement and engagement.

The sanitary sewer, storm drain and water lines will be evaluated and replaced, if necessary. Further studies will be conducted to confirm the identified seismic deficiencies, and to the extent necessary, implement retrofit measures to upgrade structural elements and improve structural safety.

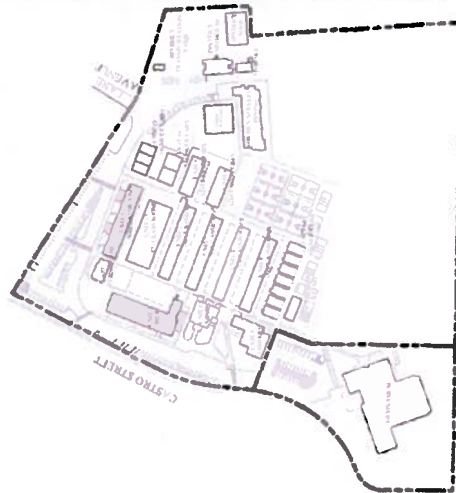
The following site diagram is a conceptual illustration of possible scenarios reflecting general, relative sizes and shapes of the proposed improvements and is subject to change. A detailed design and implementation plan will be developed based on funding availability and community input on projects.



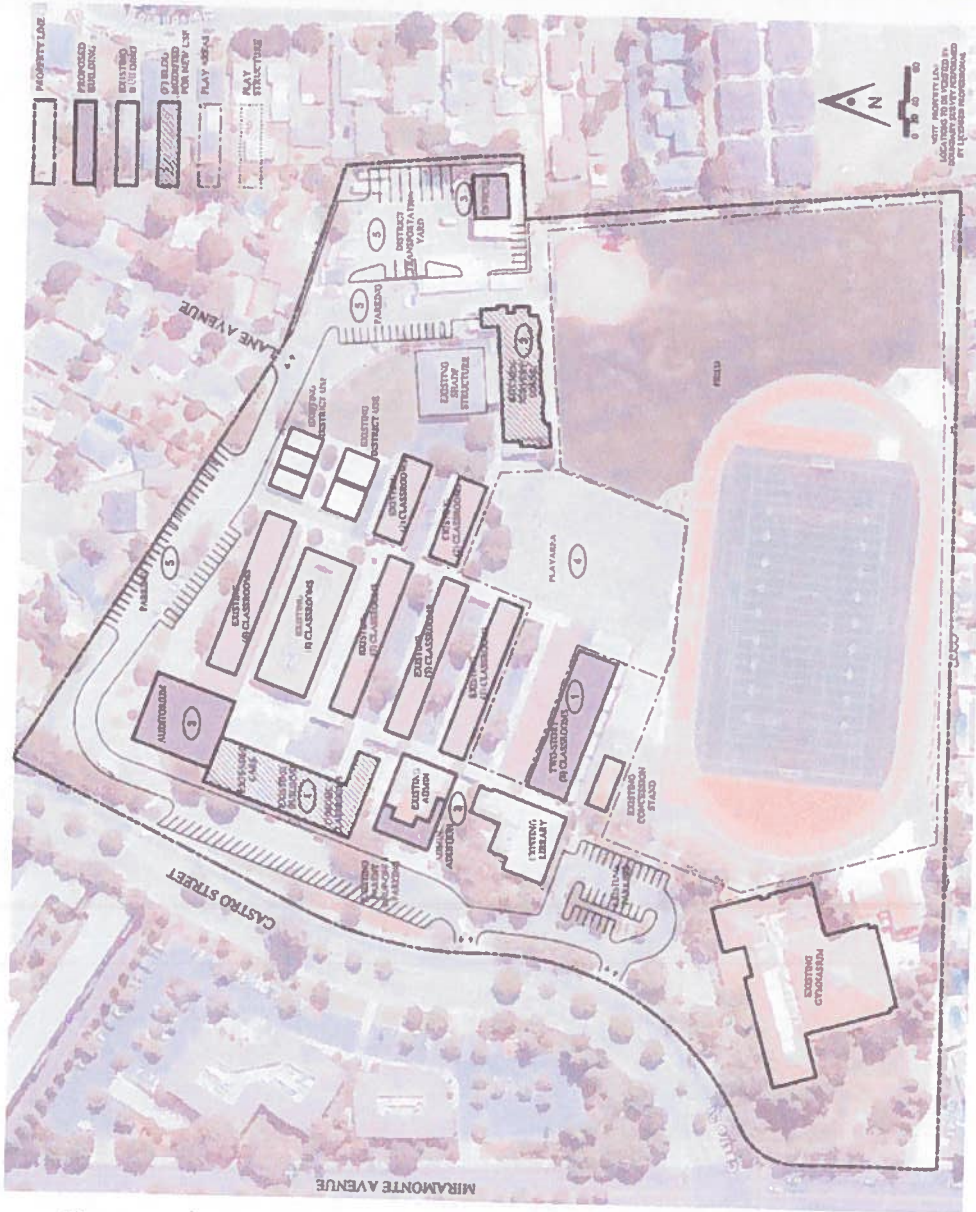


Graham Middle School

- 1 **Classrooms**
 - Replacement of modular classrooms with a two-story classroom building
 - Modernization of the existing MUR to create extended care and music classrooms
- 2 **Not Used**
- 3 **Support Facilities**
 - Modernization of the existing kitchen building to create kitchen/servery and indoor dining
 - Replacement and relocation of the District transportation office
 - Expansion of the existing administrative offices
 - Addition of an Auditorium building adjacent to the existing MUR
- 4 **Play Areas**
 - Reconfiguration and re-surfacing of hard-court play areas
- 5 **Bus Loading, Pick-up/Drop-off, and Parking**
 - Modification of existing parking lot off of Lane Ave
 - Creation of bus parking at the District transportation yard



Existing Site Plan



Proposed Scenario

CITIZENS' BOND OVERSIGHT COMMITTEE BYLAWS

Section 1. Committee Established. The Mountain View Whisman School District (the "District") was successful at the election conducted on June 5, 2012 (the "Bond Election") in obtaining authorization from the District's voters to issue up to \$198,000,000 aggregate principal amount of the District's general obligation bonds ("Measure G"). The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the Mountain View Whisman School District (the "Board") hereby establishes the Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have legal capacity independent from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* ("**Brown Act**") of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under Measure G. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee's review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform only the following duties:

3.1 **Inform the Public.** The Committee shall inform the public concerning the District's expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the consensus view of the Committee.

3.2 **Review Expenditures.** The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in the Measure G; and (b) no bond proceeds were used for teacher or administrative salaries or other operating expenses in compliance with Attorney General Opinion 04-110, issued on November 9, 2004.

3.3 **Annual Report.** The Committee shall present to the Board, in public session, an annual written report which shall include the following:

(a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and

(b) A summary of the Committee's proceedings and activities for the preceding year.

3.4 Duties of the Board/Superintendent. Either the Board or the Superintendent, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of contracts,
- (ii) Approval of change orders,
- (iii) Expenditures of bond funds,
- (iv) Handling of all legal matters,
- (v) Approval of project plans and schedules,
- (vi) Approval of all deferred maintenance plans, and
- (vii) Approval of the sale of bonds.

3.5 Measure G Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

- (a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.
- (b) The establishment of priorities and order of construction for the bond projects, which shall be made by the Board in its sole discretion.
- (c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.
- (d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) which shall be determined by the Board in its sole discretion.
- (e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.
- (f) The approval of an annual budget for the Committee that is sufficient to carry out its activities.
- (g) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Prop 39.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Article XIII A of the California Constitution.

(b) Inspect school facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Assistant Superintendent, Business Services.

(c) Review copies of deferred maintenance plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The Committee shall consist of at least seven (7) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) member shall be the parent or guardian of a child enrolled in the District.
- One (1) member shall be both a parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as the P.T.A. or a school site council.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- Two (2) members of the community at-large.

5.2 Qualification Standards.

(a) To be a qualified person, he or she must be at least 18 years of age.

(b) The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest. Members of the Committee are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1

of the Government Code and the Political Reform Act (Gov. Code §§ 81000 *et seq.*), and are not required to complete the Form 700. However, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Bylaws.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of **three (3)** years, commencing on the date of the first meeting of the Committee. No member may serve more than two (2) consecutive terms. At the Committee's first meeting, members will draw lots or otherwise select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term.

5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) the District will advertise in the local newspapers, on its website and in other customary forums as well as solicit appropriate local groups for applications; (b) the Superintendent will review the applications; and (c) the Superintendent will make recommendations to the Board.

5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. The Board shall seek to fill vacancies within 90 days of the date of occurrence of a vacancy. Members whose terms have expired may continue to serve on the Committee until their successor has been appointed.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District; (b) individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual; (c) the Committee shall not establish sub-committees for any purpose; and (d) the Committee shall have the right to request and receive copies of any public records relating to Measure G funded projects.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee shall meet at least once a year, but no more frequently than quarterly. **Notwithstanding such restriction the Committee may call any number of special meetings as they shall determine, in accordance with the procedures and notice requirements of the Brown Act.**

6.2 Location. All meetings shall be held within the Mountain View Whisman School District, located in Santa Clara County, California.

6.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business.

Section 7. District Support.

7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

(a) preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;

(b) provision of a meeting room, including any necessary audio/visual equipment;

(c) preparation and copies of any documentary meeting materials, such as agendas and reports; and

(d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

7.2 District staff and/or District consultants shall attend Committee proceedings in order to report on the status of projects and the expenditure of bond proceeds.

Section 8. Reports. In addition to the Annual Report required in Section 3.2, the Committee may report to the Board from time to time in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. The Superintendent shall appoint the initial Chair. Thereafter, the Committee shall elect a Chair ~~and~~, a Vice-Chair, who shall act as Chair only when the Chair is absent, and a Secretary. The Chair ~~and~~, Vice-Chair and Secretary shall serve in such capacities for a term of one year and may be re-elected by vote of a majority of the members of the Committee.

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a majority vote of the Board of Trustees of the District.

Section 11. Termination. The Committee shall automatically terminate and disband concurrently with the Committee's submission of the final Annual Report which reflects the final accounting of the expenditure of all Measure G monies.

**CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT**

This Ethics Policy Statement provides general guidelines for Committee members in carrying out their responsibilities. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds, or (2) any construction project which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Mountain View Whisman School District.

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

Document comparison by Workshare Compare on Monday, January 21, 2013
10:40:18 AM

Input:	
Document 1 ID	PowerDocs://DOCSSF/87226/1
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Document 2 ID	PowerDocs://DOCSSF/87226/2
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Mountain View Whisman School District
Independent Citizens' Oversight Committee
("Measure G Oversight Committee")

December 18, 2012

In Attendance: Juan Aranda, Jeremy Burns, Greg Coladonato, Dana Doctorow, Charlie Durand, Jessica Gandhi, Christie Opitz, Peter Pirnejad, Fiona Walter, Phil Palmer (MVWSD Trustee, Ex-Officio), Terese McNamee (CBO).

Public: Peter Darrah, Steven Nelson (MVWSD Board Member).

Meeting was called to order at 6:35 pm by Greg Coladonato, Chair.

1. Welcome.
2. Call to Order as noted above.
 - a. MSC* (Burns/Pirnejad) - Unanimously voted to amend agenda to include approval of the minutes.
 - b. MSC (Pirnejad/Burns) – Unanimously voted to approve the Oct. 30th minutes as presented.
3. Public Comment: Mr. Nelson introduced himself to the group and passed out business cards. He is one of three newly elected board members. Chris Chiang and Mr. Nelson are caucusing specifically re community input and new district office.
4. Review and Discussion of Committee Bylaws
 - a. January 23rd will be the first facilities tours (Graham and Crittenden).
 - b. District is issuing first round of bonds in January. Funds will be used to cover costs of phase I including Graham and Crittenden costs.
 - c. Discussion of various team member's roles occurred.
 - d. Design Team/Construction Team include program manager and architect.
 - e. Committee's role is to determine if expenditures are spent appropriately and inform the public regarding any concerns.
 - f. Clarification re committee's role should an issue arise re proper usage of funds. First course is to confirm legal interpretation and then report to the board with the problem. Board has obligation to address the concern.
 - g. Per the bylaws, only Chair and Vice Chair are required. Regardless of bylaws, an official secretary was recommended to make sure that

*MSC = Motion Seconded and Carried.

agendas with minutes go out in a timely fashion. If Fiona Walter is unavailable, Chair will assign a Secretary at the meeting.

- h. Minutes will be flexible/combo of action/discussion minutes.
- i. Chair thanked Terese McNamee (CFO) for this extra meeting with clarification of roles, etc.

5. Overview of Brown Act

- a. Expectation is that all committee members have read the hand out. Please bring questions to January meeting if there are any.
- b. Any time a majority of the group is together at any place, it constitutes a meeting. The Jan 23 facilities tour is a public meeting.
- c. Committee is governed by the Brown Act and as such the agenda must be posted at least 72 hours in advance.
- d. Power point presentations are available electronically and in hard copy at the meeting.

6. Review and Discussion of Measure G ballot language and full text

- a. Full ballot language is included in our folders.
- b. Folders will be available at each meeting and can be reviewed at any time at Terese's office.
- c. Request to please send the links to other docs in the folders. Terese will post to the website and let us know once it is posted.
- d. Request to put information about requesting translation at the bottom of each agenda so that community members may participate more easily.

7. Future Agenda Items

- a. Upcoming meetings:
 - i. January 23, 2013 (Phase I site tours)
 - ii. January 29, 2013 (status update re planning, etc. to date) – to include questions generated during the school tours; practice run of line items on SFIP as compared to ballot language.
- b. April 30th meeting will have updated plan with some numbers against the projects (last Tues of month)

8. Meeting adjourned at 8:08 pm.