

Mountain View Whisman School District
Independent Citizens' Oversight Committee
("Measure G Oversight Committee")

April 30, 2013

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

Absent: Peter Pirnejad.

Public: Ellen Wheeler, MVSWD Board President.

Meeting was called to order at 6:34 pm by Greg Coladonato, Chair.

- I. Call to Order & Communications
 - A. Roll Call as above.
 - B. Approval of Agenda – MSC* (Aranda/Doctorow) – Unanimously voted to approve the agenda as presented.
 - C. Community Comments – None.

- II. Review and Discussion
 - A. Project List & Initial Cost Summary
 - a. Reviewed project list as presented to the board and approved March 21, 2013. Back up materials provided in soft copy and at the meeting.
 - b. Broad "buckets" shown in documentation will serve as common language across bond projects. Greater detail will be provided as design develops and expenses are incurred. Auditors will also be checking for proper procedures and expenditures as related to the bond funds.
 - c. Discussion regarding specific confirmation of hazard eradication as outlined in the needs assessment. This confirmation lies with the architect and not with this oversight committee. This body should absolutely look for confirmation from the architect that known hazards and any newly addressed hazards were handled appropriately (item (ii) page B-1). Committee does not need to dive into the Conditions and Needs analysis on a line-by-line basis to confirm these items.
 - B. Update – Architects are meeting with site principals, community members, site staff to develop schematic designs. Final design recommendations are coming in September/October.

*MSC = Motion Seconded and Carried.

- III. Review and Action
 - A. Amended Bylaws – Discussion regarding the 1-year, 2-year, and 3-year term limits as outlined in the amended bylaws. It was determined that the following term limits would be assigned:
 - a. Greg 3, Fiona 3, Peter 3 (in absentia), Christi 2, Jessica 2, Jeremy 2, Charlie 1, Juan 1, and Dana 1.
 - B. Review of Potential Auditors
 - a. Staff outlined evaluation of three auditing firms as potentials to work with this body. Pricing is best if the auditor does the full district and not just the bond audit. Recommendation from staff is Chavan & Associates, LLP (current auditor for MVWSD). Committee expressed some concern regarding having the same auditor do both the district books and the oversight committee books. The discussion highlighted that auditors should be changed on a cycle to maintain a clear arms length oversight of the financials. Committee recommended the auditor’s references including members of other oversight committees and not just recommendations from other districts (this will be considered in future cycles). Recommendation from group is for staff to bring Chavan & Associates to the board as the recommendation.

IV. Consent Agenda

- A. Minutes of COC Meeting on January 29, 2013 – MSC (Gandhi/Walter) – approved unanimously.

V. Items for Future Agendas

- A. June – Interpretation of Bond Language based on feedback from Bond Counsel (David Casanocha). Discussion to highlight if there are compliance issues with bond language if items identified in the bond language are ultimately not implemented.
- B. Needs assessment info for Crittenden and Graham (to better assess that needs are properly met).
http://mvwsd.org/images/Master_Plan/needs_analysiswa.pdf
- C. Request that the COC member folders be placed into three hole punched (side) binders instead of the two hole punched (top) current versions.

VI. Future COC Meeting Dates

- A. Tuesday, June 25, 2013
- B. Tuesday, September 24, 2013

VII. Adjourned – 8:16 pm.

Respectfully submitted,
Fiona Walter,
COC Secretary

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