



Berryessa Union School District
BOND OVERSIGHT COMMITTEE MEETING

AGENDA

Tuesday, June 27, 2000

7:00 p.m.

Berryessa Union School District Office
1376 Piedmont Road, San Jose, CA

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- I. CALL TO ORDER AND ROLL CALL** 7:10 PM
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- II. AGENDA ITEMS**
Items to be added or deleted according to G.C. 54954.2
-
- III. CONSENT AGENDA**
APPROVAL OF AGENDA
APPROVAL OF MINUTES *The Committee will review the minutes of the May 23, 2000 Meeting for any adjustments and adoption.*
PUBLIC COMMENTS
BOARD CONSIDERATION **ACTION**
-
- IV. COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA**
-
- V. REPORTS**
- A. Staff Reports**
1. *Revised* **Draft of the Mission Statement** *Barlow*
The Committee will review and take action on proposed statement.
PUBLIC COMMENTS
COMMITTEE CONSIDERATION **INFO/ACTION**
2. **Draft of the By-Laws**
The Committee will review and take action on proposed by-laws.
PUBLIC COMMENTS
COMMITTEE CONSIDERATION **INFO/ACTION**

BOARD OF TRUSTEES

Susan Brooks

Nicholas Chernoff

Liz Chew

Linda Hermann

Rudy Nasol

3. **Status of Modernization Projects**

A Staff report will be given on the status of each of the current projects.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

INFO/ACTION

→ Bathrooms @ each school

4. **Status/Information on the Bond Sale**

A Staff report will be given on the status of the bond sale.

PUBLIC COMMENTS

COMMITTEE CONSIDERATION

INFO/ACTION

V. **ADJOURNMENT**

Aug 1 Mission
By Law /

Thursday - 9 AM

• Updated Financials

• Status of Project

• Recommendation to Board -

BATHROOMS / By-Laws
Mission Stat.

• Sept. Committee Report to Board of Trustees

Review of draft

agenda item including Mission statement & bylaws and project participation

**BERRYESSA UNION SCHOOL DISTRICT
BOND OVERSIGHT COMMITTEE
BYLAWS
DISCUSSION DRAFT**

Mission Statement

The Bond Oversight Committee ("Committee") shall monitor the Berryessa Union School District's ("District") use of bond proceeds and provide advice to the Governing Board to ensure that bond funds are spent only on school improvements as authorized by the bond measure adopted at the November 2, 1999, election, including the following:

- improving health and safety conditions of neighborhood elementary and middle school sites;
- relieving classroom overcrowding;
- replacing inadequate or unsafe electrical and heating systems, roofs, plumbing and sewer systems;
- repairing, constructing, and acquiring classrooms; and
- obtaining eligibility for state funding for construction and renovation.

Include communication with

Membership

The Bond Oversight Committee consists of twelve (12) members appointed by the Governing Board. Members must be parents or other community members who reside in the District. The Committee shall include four members who represent the school attendance area for Morrill Middle School or its feeder elementary schools, four members who represent the school attendance area for Piedmont

Look @ Board

Include Selection Process (Sunyud)

Middle School or its feeder elementary schools, and four members who represent the school attendance area for Sierramont Middle School or its feeder elementary schools. If, at any time, a member ceases to be a resident of the District, the member shall be ineligible to serve, and the member's position shall be vacant.

Term Of Office And Duration Of Committee

Each member shall serve a two-year term, and may be reappointed to succeeding terms without limit. The Committee shall continue in operation until all bond funds are spent.

Officers

The Committee shall elect a chairperson, a secretary, and other officers it deems appropriate. The chairperson shall preside over meetings, and prepare and approve meeting agendas. The secretary shall post meeting agendas as required by law and District policy, and record minutes of each committee meeting.

Meeting Procedures

All meetings shall be open to the public and conducted in accordance with the Brown Act (Government Code Section 54950, et seq.) and District policy.

Seven members shall constitute a quorum. The Committee shall not take any action in the absence of a quorum. All decisions shall be made on the basis of ^{are intended} consensus. If consensus cannot be reached, decisions may be made by a majority vote of the Committee's membership.

The Committee shall meet twice a year, or more frequently as the Committee deems appropriate. The Committee shall report to the Governing Board at least

Membership Requirements
- Employees NO
- NO Contractors/Bidders
- Deny officer more than 50% of meetings attendance
-2-

Conflict of interest

twice a year, or more frequently as the Committee or the Governing Board deems appropriate.

The Superintendent, or her designated representative, shall assist the Committee, and be present at all Committee meetings.

BOND OVERSIGHT COMMITTEE MINUTES
TUESDAY, MAY 23, 2000
7:00 PM DISTRICT OFFICE BOARD ROOM

The meeting was called to order at 7:05 PM. Members of the Committee in attendance: Connie Bates, Susan Cassens, Robert Garcia, William Hughes, Raymond Lorenzo, Jr. Sharon Morales, Barbara Sem, Robert Susich. District Staff in attendance: June Rono, Pamela Dayhoff. Guests: Lee Salin, HMC Architects, and Linda Hermann

Introductions were made. The committee discussed the importance and mission of the committee. Staff will provide a draft of the mission statement and bylaws for review and discussion at the next meeting. The language will reflect the promise made in the ballot statement that the committee will represent that the bond funds are being spent on the projects they were intended.

Robert Susich was elected chair of the committee by unanimous vote.

A report on the status of the current modernization projects was given. Construction is to begin next month on the Phase I schools. Since the state would not approve the District's request for an extension of time to bid the Toyon School Project, and because the estimated cost to reconstruct the school is \$14 million, the modernization plans already approved will now go forward. Information distributed included the project list, a matrix of the funding sources for modernization, the project bid results to date, a data sheet listing the scope of the schools' modernization projects, and the April 2000 edition of OP-LINK. The District will sell the first series of bonds (\$12 million) the first week of June.

The Committee reviewed the financial reports for the District's facilities projects.

Recommendations were given to include the following information:

- Add the project description to the contractor list
- Add information to the "Change Order" section. Include owner or contractor generated changes
- Add inclusive dates to the reports
- Break down the variances – be more descriptive
- Add a column in the "Budget Summary" to indicate percentage over/under budget
- Include page numbers
- List the fund number descriptions (i.e. Fund 14 – Deferred Maintenance)

The next meetings are scheduled for Tuesday, June 27th at 7:00 PM and Tuesday, August 1, 2000 at 7:00 PM in the District Office Board Room.

Items on the next agenda will include:

- Status / information on the bond sale
- Draft of the Committee's Mission Statement
- Draft of the by-laws
- Revised financial Reports (if available)
- Report on the status of the modernization projects.

The meeting adjourned at 8:45 PM.