

LEMON GROVE SCHOOL DISTRICT**OFFICIAL MINUTES OF THE
MEETING OF THE INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE**

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE MEETING — March 5, 2013 – The meeting of the Independent Citizens' Oversight Committee of the Lemon Grove School District was held at Lemon Grove Academy for the Sciences and Humanities (Middle), 7866 Lincoln Street, Demonstration Room #12, Lemon Grove, California, on Tuesday, March 5, 2013. Mark Gracyk (Chair) called the meeting to order at 5:05 p.m.

Committee Members Present:

William Baber (Taxpayers' Organization)
Scott Caneday (Parent, PTA, At-Large Community Member)
Thomas E. Clabby (Senior)
Cary Demaree (Parent, PTA, At-Large Community Member – Vice Chair)
Mark Gracyk (Business Community & At-Large Community Member - Chair)
Helen Ofield (At-Large Community Member)
Rosemary Putnam (Senior & At-Large Community Member)
Emma Rios (Parent, PTA, At-Large Community Member)
Gerard Selby (Parent, PTA, At-Large Community Member)
Toni Shaw (At-Large Community Member)

Committee Members Absent:

Ilse Hanning (At-Large Community Member)

District Staff Members Present:

Larry Loschen, Official Board Representative
Gina Potter, Assistant Superintendent, Business Services
Ken Fine, Proposition W, District Owner's Representative
Bret Felix, Projects and Facilities Supervisor
Joanne Branch, San Diego County Office of Education – Educational Facility Solutions Group
Michelle Flores, Account Technician

Attorney Present:

Sophie Akins, Best Best & Krieger

PLEDGE OF ALLEGIANCE – Mark Gracyk led the Pledge of Allegiance.

AGENDA – It was moved by Ofield, seconded by Clabby, and carried unanimously to approve the agenda to tour only the library and to move this tour to the end of the meeting.

MINUTES – It was moved by Ofield, seconded by Demaree, and carried unanimously to approve the minutes of the regular meeting of September 18, 2012 as presented.

HEARING OF CITIZENS FOR ITEMS NOT ON THE AGENDA – None

**Independent Citizens'
Oversight Committee Minutes**

March 5, 2013

ELECT CHAIR AND VICE CHAIR

Mark Gracyk moved to nominate Cary Demaree for Chair, Mr. Demaree accepted, it was seconded by Selby, and carried unanimously to elect Mr. Demaree as Chair. Mr. Gracyk moved to nominate Mr. Selby for Vice Chair, Mr. Selby accepted, it was seconded by Baber, and carried unanimously.

BOND AUDIT BY WILKINSON, HADLEY, KING & CO., LLP

Aubrey King of Wilkinson, Hadley, King & Co. presented on behalf of Bob Wilkinson, the auditor's report through June 30, 2012. It was the auditor's opinion, "The financial statements present fairly, in all material respects, the financial position of the building fund of Lemon Grove School District as of June 30, 2012, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America." In addition to the financial audit, an audit of the building fund was performed. The auditor verified a separate building fund of the District has been established to account for the receipts of proceeds and expenditures for the period of July 1, 2011 through June 30, 2012. Through examination of the bond issue settlement statement and accounting records, the auditor verified that the net proceeds from the sale of the General Obligation (GO) bonds were recorded in the separate fund of the District. 94.6 percent of the total expenditures were selected for the year that included (invoices, purchase orders, receiving documentation, contracts, etc.) and verified that the funds expended complied with the purpose that was specified to the registered voters of the District. The District's normal purchasing (including quotations and bid requirements) and accounts payable policies and procedures were complied with. It was moved by Gracyk, seconded by Ofield, and carried unanimously to approve the bond audit as presented.

COMMITTEE MEMBER TO PREPARE ANNUAL REPORT AS SPECIFIED IN THE ICOC BYLAWS SECTION 3.(3.2)

It was moved by Gracyk, seconded by Selby, and carried unanimously for Helen Ofield and Tom Clabby to complete the annual report to the governing board May 7, 2013 at 6 p.m.

DISTRICT OWNER'S REPRESENTATIVE PROJECTS UPDATE

Mr. Fine shared that the furniture for the joint-use library is close to being delivered. Furniture for the school administration office will start being moved in close to March 11, 2013 and should be complete within three days. Mr. Fine passed around pictures and schematics to give the ICOC an idea of what the furniture will look like. Office staff will be moved into the new administration office over spring break. A committee member asked where the funds come from to pay for the dental furniture and equipment. Dr. Potter shared that the dental office equipment and furniture had been donated.

JRM Architecture was hired to do a feasibility study as the child nutrition department's freezers are in poor condition and we don't know if they will continue to work. Also, due to program growing there is a need to have additional cold storage bins. Dr. Potter reminded the members that the cost to modernize the central kitchen completely would be close to \$2 – \$2.5 million dollars and we only have \$500k available to fix the biggest issues. As we are moving forward, there is a ripple affect when an old building is opened up there are Division of the State Architecture (DSA) issues that we run into!

Mr. Fine reminded the members that the grand opening ceremony for the Lemon Grove Library will be Saturday, June 1st at 10 a.m. Dr. Potter also shared that there are many people working in the background to fold everything together for this historical event.

March 5, 2013

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DISTRICT FACILITIES SUPERVISOR PROJECTS UPDATE

Bret Felix discussed the San Altos playground as being a nice addition for preschool kids which has a final component being a chain link fence to avoid accidents. Mr. Felix shared that the district has called on Davy Architecture once again for their expertise providing us with entrance schematics to make offices safer. This design will allow for front office staff to know exactly who is coming on campuses. Dr. Potter added that the district's goal is to eliminate pass through and require visitors to go through the front office, sign-in, and wear a badge identifying that they have checked-in with the front office first. Safer campuses is the district's response to the tragedy that struck Sandy Hook Elementary School. Lastly, Mr. Felix touched on pending playground projects. Bill Baber asked what the life span of the playground equipment was. Mr. Felix responded that it is approximately (10) years. Dr. Potter responded to Mr. Baber's question about how the district will replace in (10) years if bond funds have been exhausted. Possibilities for deteriorated playground equipment could be through a long range facility master plan, deferred maintenance, or routine maintenance. Joanne Branch added that she has had much experience with other districts; unable to plan beyond what anyone can foresee. However, doing what is best for the kids is right.

PROPOSITION W GENERAL OBLIGATION BOND EXPENDITURE REPORT

Michelle Flores presented the expenditure report through January 31, 2013. It was moved by Ofield, seconded by Selby, and carried unanimously to approve the expenditure report as presented.

FUTURE MEETING

It was moved by Gracyk, seconded by Baber, and carried unanimously to reschedule the April 16, 2013 meeting to Wednesday, April 24, 2013 at 5 p.m. The location of the meeting is the Education Center, at 8025 Lincoln Street, Lemon Grove.

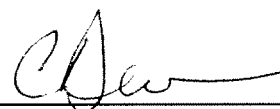
ITEM FOR SUBSEQUENT MEETING

Update on the central kitchen project

TOUR LEMON GROVE ACADEMY FOR THE SCIENCES AND HUMANITIES

Mr. Fine and Ms. Branch conducted a tour of the Lemon Grove Library.

ADJOURNMENT – Meeting was adjourned at 6:55 p.m.



Chair



Account Technician