

**Lemon Grove School District  
Official Minutes of the Independent Citizens' Oversight Committee Meeting – March 20, 2019  
Lemon Grove School District – District Office  
8025 Lincoln Street, Lemon Grove, CA 91945**

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**CALL TO ORDER** – The Chair called the regular meeting of the Independent Citizens' Oversight Committee of the Lemon Grove School District to order at 5:00 p.m.

Committee Members Present: Brown, Leon, Pettis, Shaw, Traylor

Committee Members Absent: Miller

Official Board Representative: Larry Loschen

Staff Members Present: Balakian, Flores, Stopper

Guests: Board Member Mr. Jay Bass, Liana Lebaron

Auditor: Heather Daud Rubio and Patricia Ayala (Christy White Associates)

**PLEDGE OF ALLEGIANCE** – Pettis led the Pledge of Allegiance.

**AGENDA** – It was moved by Leon and seconded by Shaw to accept the agenda as presented. The motion was called for with the following results: Ayes – Brown, Leon, Pettis, Shaw, Traylor; Nays – none; Absent – Miller. The motion carried.

**MINUTES** – It was moved by Shaw and seconded by Leon to approve the minutes of the September 19, 2018 meeting as presented adding the word “Ayes” to the motions. The motion was called for with the following results: Ayes – Brown, Leon, Pettis, Shaw, Traylor; Nays – none; Absent – Miller. The motion carried.

**HEARING OF CITIZENS FOR ITEMS NOT ON THE AGENDA** – Mr. Pettis (Chair) shared with guests the presence of an interpreter for interpretation during this meeting if needed. Guests were asked to submit a speaker slip to speak. The Chair explained, “Years ago it was difficult for California to pass propositions/bond measures due to requirement of a super majority”. Propositions/Measures could pass if districts did certain things. Districts were required to establish a bond oversight committee and was essential to exist and function so the bond measures are legal. The entire purpose of the Bond Oversight Committee (BOC) is to make sure bond funds are legally spent. Bond funds can only be used for certain things; cannot be used for teacher salaries or administrator salaries. Only staff facilitating bond work can be paid by the bond funds. Also, cannot use bond funds for supplies and teacher salaries. The Chair reminded anyone that submits a speaker slip of the speaking limit is three minutes by rule and only applicable to what this committee's responsibilities of oversight.

Due to presenter from Christy White Associates needing to leave at a specific time; it was moved by Brown and seconded by Shaw to move agenda item 3 to 2 and 2 to 3. The motion was called for with the following results: Ayes – Brown, Leon, Pettis, Shaw, Traylor; Nays – none; Absent – Miller. The motion carried.

**BOND AUDIT BY CHRISTY WHITE ASSOCIATES (separate document)** - Heather Daud Rubio and Patty Ayala from Christy White Associates presented the audit through June 30, 2018. The auditors have over (12) years auditing school bonds and the volume of bond audited is over (100) bond audits. 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, 2018, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.” 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. 85% Prop W and 37% Measure R 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. Member Pettis asked how the auditor selects the percentage of expenditures tested. Auditors try for at least 85-95% of expenditures for good coverage and ended with 85% Prop W and 37% Measure R.

It was moved by Leon and seconded by Traylor to approve the bond audit. The motion was called for with the following results: Ayes – Brown, Leon, Pettis, Shaw, Traylor; Nays – none; Absent – Miller. The motion carried.

**HEARING OF CITIZENS FOR ITEMS NOT ON THE AGENDA** – Miss Lebaron commented to members on the understanding with regards to the current climate of the District. There was continued discussion about conflicts of interest and that the community would like to have an opportunity for a seat on the ICOC committee. Pettis (Chair) shared how the ICOC is often looking for people and have been at risk of not having enough members per bylaws. In the past, the ICOC and the district, had challenges filling ICOC vacancies. The word is put out to the public on the district’s website, at Board meetings, and newspaper when there are ICOC vacancies.

**PROJECTS UPDATE** – Ms. Balakian provided updates of Districtwide – paving during spring break, San Miguel Preschool - window replacement, Lemon Grove Academy (Elementary) Extended Day Program - total ramp replacement at relocatable in parking lot. Pettis (Chair) asked about clocks and speakers. Districtwide - Digital clocks function as PA system for school wide announcements, 1:1 communication from administration to main office and classrooms, with several safety features (scrolling messages without announcing verbally, strobe light if needed to evacuate, and 2-way talk). Districtwide - The bell systems are now all digital; in the past changes in bell schedule had to go through work orders. Districtwide - Clocks are installed and still working on exterior speakers; about 80% done on entire project. Finishing up cabling to switch to outdoor speakers; slated to be done by the end of Spring Break if no issues.

**PROPOSITION W AND MEASURE R GENERAL OBLIGATION BOND EXPENDITURE REPORT** – It was moved by Brown and seconded by Shaw to approve the expenditure report as presented. The motion was called for with the following results: Ayes - Brown, Leon, Pettis, Shaw, Traylor; Nays – none; Absent – Miller. The motion carried.

**ANNUAL REPORT** – Pettis volunteered with April Leon, Delrick Traylor, and Monica Brown. It was moved by Shaw and seconded by Brown for Pettis, Leon, Traylor, and Brown to work on the annual report. Ayes - Brown, Leon, Pettis, Shaw, Traylor; Nays – none; Absent – Miller. The motion carried.

Meeting was adjourned 5:39 p.m.

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Chair

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Account Technician