

**LEMON GROVE SCHOOL DISTRICT**

**OFFICIAL MINUTES OF THE  
MEETING OF THE INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE**

**INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE MEETING — JUNE 26, 2013** – The regular meeting of the Independent Citizens' Oversight Committee of the Lemon Grove School District was held at the Education Center, 8025 Lincoln Street, Lemon Grove, California, on Wednesday, June 26, 2013. Cary Demaree (Chair) called the meeting to order at 5:00 p.m.

**Committee Members Present:**

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

**Committee Members Absent:**

Scott Caneday (Parent, PTA, At-Large Community Member)  
 Emma Rios (Parent, PTA, 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  
 Michelle Flores, Account Technician

**Attorney Present:**

Sophie Akins, Best Best & Krieger

**PLEDGE OF ALLEGIANCE** – Cary Demaree led the Pledge of Allegiance.

**AGENDA** – It was moved by Hanning, seconded by Ofield, and carried unanimously to approve the agenda as presented.

**MINUTES** – It was moved by Ofield, seconded by Gracyk, and carried unanimously to approve the minutes of the regular meetings of March 5, 2013 and April 24, 2013 with the following amendments to the March 5, 2013 agenda: a) Agenda item 5: removed "and present"; and b) Agenda item 9: Bill Baber will be identified by name rather than "a committee member".

**HEARING OF CITIZENS FOR ITEMS NOT ON THE AGENDA** – None

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**INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE'S ANNUAL REPORT PRESENTED TO THE LEMON GROVE SCHOOL DISTRICT'S GOVERNING BOARD MAY 7, 2013**

Chairman Demaree and Vice Chairman Selby noted the ICOC presentation of the annual report to the Governing Board members. Committee member suggested that adding music to the narration in the future would be welcome.

**CONSTRUCTION MANAGEMENT SERVICES AGREEMENT FOR E-RATE PRIORITY II PROJECTS WITH INFINITY COMMUNICATIONS & CONSULTING, INC.**

Dr. Gina Potter shared that the federal government approves E-Rate funding to support school districts advancing technology services. The district was able to secure more than just Priority 1 (telecommunications/internet access) E-Rate discounts; they were able to also receive significant funding for 3 Priority 2 (internal connections/internal connection maintenance) projects. The district became eligible for Priority 2 funding in 2011 however the application was not accepted until 2013.

Authorized Priority 2 projects are: 1. Structured Cabling at LGA-M; 2. LGA-M Network Electronics; and 3. Districtwide Telephone System Upgrade.

Committee members discussed various technology and telecommunications topics relevant to the school district. Staff shared the telephone system has not been upgraded for about 15 years. Mr. Baber asked how technology devices are being funded. Concern was expressed about utilizing GO bond funds on expenditures that have a life span shorter than the term of repayment of the bond. Dr. Potter explained at this time Prop W funded the purchase of ThinkPads and Classroom on Wheels (COW) for Lemon Grove Academy for the Sciences and Humanities (Middle) (LGA-M). The district is investigating an alternate form of bonds specific to education technology that the district plans to have Dale Scott (financial advisor) present to the Governing Board called "Ed-Tech bonds". These bonds have a shorter repayment term of about 3 years.

Another committee member asked if all schools will be wireless. Dr. Potter stated E-Rate Priority 2 funding was only provided for wireless installation at LGA-M. The cost is nearly \$300,000 per school to install wireless. A committee member asked if the district has anything built-in to upkeep all of the new technology. Currently public school districts in California are not allocated adequate funding for both technology purchases and technology maintenance expenditures. Our district does have a five year technology plan. Additionally, the district has a draft of the Long Range Facility Master Plan that will be presented to the Board on July 23<sup>rd</sup>.

**ACCEPTANCE OF BIDS FOR PLAYGROUND PROJECTS AND SCHOOL SECURITY GATES PROJECT**

Dr. Potter shared that this is one of the summer projects that would be completed around August 23<sup>rd</sup>, or just in time for the start of school.

**PROFESSIONAL SERVICES AGREEMENT WITH DAVY ARCHITECTURE FOR DIVISION OF STATE ARCHITECT (DSA) CLOSEOUT FOR VARIOUS APPLICATIONS PROPOSAL**

Dr. Potter gave an update about the importance of DSA closeout of existing projects to enable the district to proceed with other projects

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**LONG-RANGE FACILITY MASTER PLAN (LRFMP)**

Mr. Fine provided the committee with information about the LRFMP to be presented as a first draft to the school district's Governing Board July 23, 2013. The purpose of the LRFMP is to provide the current status of facilities districtwide, identify facility needs, and provide data for the district to prioritize future facility modernization and construction projects based on resources.

**PROP W OWNER'S REPRESENTATIVE CENTRAL KITCHEN**

Mr. Fine stated that 8 months ago the district contracted with JRM Architects to do a feasibility study that would determine the scope of work and cost to bring the central kitchen area up to date with Department of State Architect requirements, possibly add additional square footage to the original footprint, improve the dock area, and create a larger walk-in freezer and refrigerator. Mr. Fine passed around the completed feasibility study for committee members to review. Mr. Fine reported that ideally this project would be done in the summer 2014.

**STATUS OF STATE ALLOCATION BOARD APPLICATION**

Dr. Potter shared wonderful news that the State Allocation Board (SAB) approved the district's application to refund \$4.36 million to Prop W funds. The district's Governing Board will be tasked with narrowing about \$50 million in needed construction projects throughout the district down to just over \$3 million in next phase projects.

**UPDATE ON THREN FUNDS**

Dr. Potter reported that to date all Thren funds have been expended. Also, she shared that Tim Considine, the executor of the trust was very pleased at the completion of the Lemon Grove Library along with the proper use of the Thren funds as described in the trust.

Mr. Baber added that the Grand Opening of the Lemon Grove Library was one of the best ceremonies he's had the pleasure of attending. He also complimented Helen Ofield for an Oscar winning performance. Dr. Potter commended the Superintendent, Ernie Anastos for planning this historical event.

**PROPOSITION W GENERAL OBLIGATION BOND EXPENDITURE REPORT**

Michelle Flores presented the expenditure report through May 31, 2013. It was moved by Baber, seconded by Hanning, and carried unanimously to approve the expenditure report as presented.

Mr. Baber asked for confirmation that he was authorizing the appropriate use of expenditures and not approving the work. Legal counsel, Sophie Akins explained the duties of the ICOC committee was to approve the expenditure report in accordance with Proposition 39, and not to authorize expenditures.

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It was moved by Hanning, seconded by Ofield, and carried unanimously to approve the future ICOC meetings on:

- Tuesday, September 17, 2013 at 5 p.m.
- Tuesday, March 4, 2014 at 5 p.m.
- Wednesday April 23, 2014 at 5 p.m.
- Wednesday, June 25, 2014 at 5 p.m.

The ICOC meetings will be held at the Lemon Grove Academy for the Sciences and Humanities, Middle Campus Administrative Office – Training Room.

**ITEM FOR SUBSEQUENT MEETING**

- Update on SAB funding of \$4.36 million
- Update on Long Range Facility Master Plan

**ADJOURNMENT** – Meeting was adjourned at 6:30 p.m.



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**Chair**

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**Account Technician**