

LEMON GROVE SCHOOL DISTRICT

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

INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE REGULAR MEETING — March 6, 2012 – 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 Tuesday, March 6, 2012. Mark Gracyk 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)
 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)
 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:

Thomas E. Clabby (Senior) - (Vice Chair)
 Ilse Hanning (At-Large Community Member)
 Rosemary Putnam (Senior & At-Large Community Member)

District Staff Members Present:

Ernest Anastos, Superintendent
 Gina Potter, Assistant Superintendent Business Services
 Richard Oser, Principal - Lemon Grove Academy
 Ken Fine, Owner's Representative – Director FMOT
 Joanne Branch, San Diego County Office of Education – Educational Facility Solutions Group
 Michelle Flores, Account Technician
 Sally Ahern – Teacher On Special Assignment (TOSA)

Attorney Present:

Sophie Akins, Best Best & Krieger

Guests Present:

Brian Hadley, Wilkinson, Hadley, King & Co., LLP – District Auditor
 Kent Christianson, Apple

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

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

MINUTES – It was moved by Caneday, seconded by Demaree, and carried unanimously to approve the minutes of the regular meeting of September 20, 2011 and special meeting of October 13, 2011 as presented.

HEARING OF CITIZENS FOR ITEMS NOT ON THE AGENDA – None

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

Mr. Brian Hadley presented the auditor's report through June 30, 2011. 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, 2011, 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

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July 1, 2010 through June 30, 2011. 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. 90 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 Selby, and carried unanimously to approve the bond audit as presented.

PROMETHEAN BOARD PRESENTATION

Dr. Potter welcomed Sally Ahern to demonstrate how the promethean boards are used in the district. Ms. Ahern has been a TOSA in the district for many years. The boards were purchased with school sites' Economic Impact Aid (EIA) funds and Title I funds. Ms. Ahern and teachers work with students using the district adopted English Language Arts (ELA) and Math programs. The boards actively engage students in learning. She also shared that the Promethean Board Active Inspire software and learner responders are a time saver in many ways for teachers in the classrooms. Ms. Ahern explained the teachers have had on site training as well as after school staff training. Ernie Anastos stated that Golden Avenue Elementary School was the first school to have Promethean boards installed and are now in year three. Mr. Anastos shared that it was important to have a complete school trained in using the Promethean Boards and then to proceed to other schools in the district using various stages of deployment. Any teacher can access the grade level Promethean Board files that are being created and users all over can share and exchange these files.

PROPOSITION W OWNER'S REPRESENTATIVE PROJECTS UPDATE

Dr. Potter discussed a possible move of the Central Kitchen for the Child Nutrition Program. Since the district moved to Breakfast in the Classroom (BIC) providing approximately 4,000 breakfasts and 4,000 lunches per day are being made within district's original central kitchen. The central kitchen is too small to continue producing a volume of 8,000 meals per day. The district is working on a most cost effective way to move, expand, and/or modernize the central kitchen.

Richard Oser discussed the partnership with UCSD having a four year federal dental grant totaling approximately \$800,000. The intent of having a dental clinic at LGA is to provide much needed dental care to our students and their families. Additionally, the dental clinic will become an integral part of the instructional program at the STEM Academy, LGA. Mr. Oser shared how important it is for students to have an early experience in the medical field and to continue going to college to become a doctor. Mr. Anastos added that there will not be an impact on instruction as interns volunteer and will be role models to inspire students in career pathways. This will be an elective course for 7th grade students. Mr. Fine shared that the district will receive help with the design and maintenance and staff will do the work. Anastos added that much of the equipment worth about \$150,000 was donated.

Mr. Fine added that the district has the ability to access four different architectural firms for small construction projects that are built under Proposition W. Mr. Fine thanked Cary Demaree for volunteering to take pictures of the ongoing Proposition W work.

TECHNOLOGY INFRASTRUCTURE & HARDWARE FOR LEMON GROVE ACADEMY FOR THE SCIENCES & HUMANITIES SCHOOL CONVERSION PROJECT

Mr. Anastos introduced Mr. Kent Christensen with Apple. Mr. Christensen covers all private and public schools in San Diego County and demonstrated the iPad. Apple has partnered with education publishers: Pearson, Houghton Mifflin, and McGraw Hill to get away from paper and move toward digital distribution of learning materials. It was shared with the committee that the district is moving forward to design a curriculum for Science, Technology, Engineering, and Math.

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Mr. Oser spoke on LGA not being just a typical school but rather a school that meets the needs of young adolescent students. He shared that students want to know why? Let's help them answer the questions "Who am I and Who am I going to be?" The goal is to help guide students and provide them with opportunities. The district's partnership with the Gerard Foundation & UCSD is very important as Mrs. Oser added that to accomplish what we want it will take much more than state funding! Mr. Oser continued to show an important clip by Sir Ken Robinson depicting "What education has been, what education is, and what education could possibly be". Mr. Anastos shared that we would like students to enter LGA instantly engaged.

SAN DIEGO COUNTY SUPERINTENDENT OF SCHOOLS (SDCSS) FACILITY JOINT POWERS AUTHORITY (FACJPA) PROJECT AGREEMENT #2 UPDATE

Joanne Branch gave an update on the LGA joint-use library between the district and San Diego county. The project is on schedule and on budget per their cost analysis. Ms. Branch shared that the contractor is also tracking cost and time, and they are hoping to accelerate the project.

NAMING OF FACILITY CITIZENS' ADVISORY COMMITTEE RECOMMENDATION/GOVERNING BOARD ACTION FOR LEMON GROVE MIDDLE SCHOOL

Dr. Potter stated that Mark Gracyk and Helen Ofield came to the Governing Board meeting where the subcommittee brought a letter for the Board to take action approving the naming of the site as Lemon Grove Academy for the Sciences and Humanities.

LEMON GROVE SCHOOL DISTRICT PROPOSITION W STAFF JOB DESCRIPTIONS

Dr. Potter shared the job descriptions for Owner's Representative, Maintenance Technicians, Maintenance Assistant, Account Technician, and General Clerk Typist/Account Clerk. Dr. Potter added that it is typical for some staff to be paid a percentage of salary for the added duties due to Prop W work. In addition, the district has a finite amount of Proposition W money and it is cost effective to have district maintenance staff perform aspects of construction work that they are skilled for.

PROPOSITION W GENERAL OBLIGATION BOND EXPENDITURE REPORT

Michelle Flores presented the expenditure report through January 31, 2012. It was moved by Ofield, seconded by Caneday, and carried unanimously to approve the expenditure report.

UPDATED GLOSSARY

Mr. Gracyk thanked Ms. Flores for providing an updated glossary of construction terms.

PREPARATION OF ANNUAL REPORT AS SPECIFIED IN THE ICOC BYLAWS SECTION 3.(3.2). PRESENT AT THE LEMON GROVE SCHOOL DISTRICT'S GOVERNING BOARD MEETING MAY 8, 2012

It was agreed that Mark Gracyk, Cary Demaree, and Helen Ofield will complete the annual report.

CHAIR AND VICE CHAIR ELECTION

It was moved by Ofield, seconded by Selby, and carried unanimously for Mark Gracyk to serve as Chair and Cary Demaree as the Vice Chair.

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It was moved by Ofield, seconded by Caneday, and carried unanimously to approve future meetings as follows:

- Tuesday, April 17, 2012 at 5 p.m. (Annual Report)
- Tuesday, September 18, 2012 at 5 p.m.

ADJOURNMENT – Meeting was adjourned at 8:10 p.m.



Chair



Account Technician