

LA CAÑADA UNIFIED SCHOOL DISTRICT
MEETING OF THE BOND OVERSIGHT COMMITTEE

January 13, 2005
Paradise Canyon Elementary
La Cañada Flintridge, CA 91011

The meeting was called to order at 5:00 p.m. by Committee Chair, Craig Steele.

ROLL CALL

Those in attendance were:

Susan Boyd	Craig Steele	Julie Markowitz
Melissa Schiller	Barry Franzen	Mike Leininger
Sue Leabo	Andy Beattie	Bob Louk

Guests in attendance were: David Charles, Craig Windsor, Donna Robinson and Wendy Sinnette.

APPROVAL OF AGENDA

It was moved and seconded (Boyd/Schiller) to approve the agenda. The motion to approve the agenda was adopted unanimously.

APPROVAL OF MINUTES

Mr. Steele reported the minutes of the December 16, 2004 meeting of the Bond Oversight Committee were distributed to the committee members in advance for review. The minutes of the December 16, 2004 meeting of the Bond Oversight Committee were approved as presented.

AGENDA

1. Review of Schematics.

Mr. Steele reported the committee reviewed the schematics at the last meeting. Since that time the committee had the opportunity to tour the sites. The charge at this point, under the bylaws, is to review the schematics for the Phase I projects and make any recommendations to the board on these projects. Additionally, the committee is being asked to review certain projects at Paradise Canyon Elementary and Palm Crest Elementary and decide whether these projects are consistent with the bond language and are appropriate.

Mr. Steele recommended looking first at the Palm Crest project. The committee reviewed the schematic design. The project at Palm Crest is the multi-purpose room. Dr. Leabo recommended, if the committee has some concerns, that the increased expansion of the multi purpose room be considered as an alternate bid and it be taken to the governing board for approval. Mr. Steele asked Ms. Schiller to read the Palm Crest bond language. The language reads, "renovate the multi purpose room". Dr. Leabo does not want a question on

the spending of the bond money at a later date. Mr. Steele feels there are two questions. The first question is whether this is a project that could be constructed with Bond funds. The other question is whether this was included in the June 8th memo. Mr. Steele stated he can view this as being consistent with the bond language and a consistent use of bond funds. Mr. Steele would entertain a motion to find that the schematics as presented by Osborn dated in December are consistent with the bond language. It was moved and seconded (Markowitz/Schiller) that the gray shaded area on page 11 of the Palm Crest schematics is consistent with the bond language. Mr. Steele stated that what is reported on page 11 is a design concept and the design may adjust itself. The motion that the gray shaded area on page 11 of the Palm Crest schematics is consistent with the bond language was adopted unanimously.

The committee proceeded to review the Paradise Canyon schematics. Mr. Steele stated that the committee is here to review the multi purpose room/conference room and lunch shelter. The ramp that goes down to the playground was discussed. Dr. Leabo stated that she wants the committee to review the ramp and the conference room. Ms. Markowitz read the Paradise Canyon Exhibit B to the committee. Donna Robinson reported the “gray” area has a pass that will be changed due to the new storage area, so it would seem to be a necessary change due to the expansion of the multi purpose room. It was moved and seconded (Markowitz/Boyd) that the Paradise Canyon multi purpose room/conference room is consistent with the bond language. The motion was approved unanimously. Dr. Leabo asked the committee to discuss the ramp. The committee agreed the ramp is part of the expansion. Mrs. Robinson stated the change in the pathway makes this asphalt work necessary as a result of the multi purpose room. It was agreed the ramp work is an offshoot of the multi purpose room project.

There were no objections or further questions on the Palm Crest or Paradise Canyon projects in question.

Mr. Steele asked for any questions or recommendations in either of the two books of schematics.

It was moved and seconded (Boyd/Louk) that the Bond Oversight Committee finds all schematics consistent with the bond language. The motion that the Bond Oversight Committee finds all schematics consistent with the bond language was approved unanimously.

Dr. Leabo thanked the committee for the process of reviewing the schematics and would like to suggest a sub committee to prepare a Bond Oversight Committee process for the future.

2. Quarterly Reports.

Dr. Leabo reported the bylaws state that the committee is to review quarterly reports. The bylaws do not state when the quarters are and what will be expected. The committee was asked by Dr. Leabo to define the quarters and identify what the committee wants in the report. The committee agreed to do the calendar quarters. It was moved and seconded (Louk/Franzen) to meet within 30 days of a calendar quarter to review the districts expenditures and other related reports. The motion to meet within 30 days of a calendar

quarter to review the districts expenditures and other related reports was adopted unanimously. The next quarter meeting will be in April.

3. Committee Members

Dr. Leabo requested the committee include in their letter to the board the absence of Mr. Leeds, who has resigned from the committee. Mr. Steele asked if there were any objections to including Mr. Leeds resignation in the letter to the board. There were no objections.

4. Press Release

Ms. Boyd discussed the need for a press release and suggested the committee discuss the recent tours, the meetings to date and the progress made by the committee so far. The committee was in agreement with the contents of the proposed press release.

5. Scheduling of Future Committee Meetings

The next meeting was scheduled for April 21st at 7:30 a.m. to review the quarterly reports. It was agreed to meet on the third Thursday after the quarter at 7:30 a.m.

OPPORTUNITY FOR PUBLIC COMMENT

None

COMMUNICATIONS

Mr. Franzen questioned the performance audit. Dr. Leabo reported the auditors generally do their audit in November and the district receives the report in January.

ADJOURNMENT

The meeting was adjourned at 5:57 p.m.