

Citizens' Oversight Committee of the Cajon Valley Union School District

**Wednesday, May 12, 2021
9:00 AM**

Location: Zoom

<https://cajonvalley.zoom.us/j/96240589492?pwd=dzkwdUVLcVZjTmlkZ2kxanpRQmVZQT09>

Meeting ID: 96240589492

Passcode: 610490

MEETING AGENDA

- 1. Call to Order**
- 2. Welcome, Roll Call & Introduction of New Members**
- 3. Approval of Minutes**
- 4. Budget & Project Updates**
- 5. 2021/2022 Meeting Schedule**
- 6. Discussion/Other**

Next meeting: Wednesday, August 11, 2021 at 9:00 AM
This meeting will include a project tour (details to follow).



Cajon Valley Union School District
750 East Main Street
El Cajon, CA 92020
(619) 588-3000
Website: www.cajonvalley.net

Citizens' Oversight Committee (COC) of the Cajon Valley Union School District

Minutes Unadopted

CALL TO ORDER

The meeting of the Citizens' Oversight Committee was called to order by Sharon Dobbins on February 10, 2021 at 10:03 a.m. via Zoom.

Members Present: Susan Holtz, Robert (Bob) Kiesling, Peter Lupo, Sheri Runyen and Joe Wade (*entered meeting after election of chair and co-chair*). Apologies: Steve Devan and Loree Trimm.

District Staff: Charles Allen, Esmeralda Ayon, James Beard, Scott Buxbaum, Miranda Dunning, Sharon Clay, Sharon Dobbins, Jon Guertin, Vickie Hayman, and Lisa Krueger.

WELCOME, ROLL CALL AND INTRODUCTION OF NEW MEMBERS

Sharon welcomed everyone and thanked them for their attendance. She shared that New members, Joe Wade and Loree Trim were approved by the Governing Board. Joe and Loree replace Deanne and Victor, whose terms ended on 1/31/2021.

Sharon introduced Joe, who is a Parent/PTO Representative with a student at Johnson Elementary. Loree was unable to attend the meeting today and will be introduced at the meeting in May. She also introduced a new staff member, Miranda Dunning, Director of Fiscal Services.

APPROVAL OF MINUTES

The minutes from the November 18, 2020 meeting were approved on a motion made by Bob, seconded by Sheri, and carried 4-0.

ELECTION OF CHAIR AND CO-CHAIR

Sharon explained that, due to the terms of Deanne and Victor ending, both the Chair and Co-Chair positions on the committee need to be filled. Bob nominated Sheri for Chair and Steve for Co-Chair. A vote of the members was taken and both members were unanimously approved for their respective positions, 4-0.

REVIEW OF DRAFT ANNUAL REPORT

Sharon pointed out the Annual Report covers the financial information through June 30, 2020, which is the end of the last fiscal year. Current project status information is through December 31, 2020. Future plans are also included. Deanne Markle, Chair at the time the report was drafted, has reviewed the report and will be signing the cover letter.

Sharon reviewed the Annual Report with the committee, pointing out the 2020 project highlights and noting that a correction needs to be made under Security Lighting. She inquired as to any other changes or corrections needed. None were requested. She noted that after the

changes are made, she will email the final report to the Committee, post it on the website, and share it with the Governing Board, City of El Cajon, and community groups.

Sharon continued that the Audit Report regarding the financials is being finalized at the present time, and the auditors provided a draft with no findings and with everything in compliance. The final report should be available by the end of the week. This will also be emailed to the Committee and posted on the website.

BUDGET AND PROJECT UPDATES

Sharon reviewed the Consolidated Budget Report, pointing out the status of the projects from Prop C funds:

Emerald Middle School: project is near completion; James adding that it should be completed before the end of the school year.

Crest Elementary: The erosion control project is tentatively planned for summer 2021.

District: The District-wide security lighting project is in progress and is expected to be completed by the fall.

Greenfield Middle School: The sidewalk upgrades and concrete work has been completed; final invoices are expected to be received and paid. Any funds remaining will be moved to contingency.

Johnson Elementary School: Project is completed and occupied. Once all invoices have been received, remaining funds will be moved to contingency.

Naranja Elementary: This project began over winter break. includes seven new classrooms, itinerant spaces, staff restrooms and the renovation of existing student restrooms.

Bostonia Global: Architect study has been completed.

Prop EE Bond Fund:

Sharon noted that this has not changed much from the previous report, showing the Bond authorization (issued and remaining), as well as revenues and expenditures. As of the 2/01/21 report date, there was an uncommitted fund balance of \$6,137.447, with a remaining authorization of \$7,000,000.

Jon added that the cost of Chromebooks through their present vendor has risen from \$235/ea to \$275/ea. They are evaluating other options and looking for another vendor to drive cost down. The District has been able to use stimulus funds to purchase student devices, which is helping to stretch the bond dollars further.

DISCUSSION/OTHER

There was discussion regarding the completion of projects with the current bond. Sharon shared that all currently planned construction bond projects should be completed by the fall of 2021. However, with the use of the contingency funding, the remaining projects are expected to be completed by the fall of 2022. Scott added that the Educational Technology Bond is anticipated to continue for another 4-5 years.

Bob commented that once all projects are complete, it is important to share the information with the community regarding completed projects and future school facility needs.

ADJOURNMENT

The meeting was adjourned at 10:40 a.m.

NEXT MEETING

The next COC meeting is scheduled for Wednesday, May 12, 2021 at 9:00 a.m via Zoom. An evite will be sent via email the week prior.

**CAJON VALLEY UNION SCHOOL DISTRICT
BOND PROGRAM BUDGET
4/30/2021**

Estimated Revenue

Revenue Source	Current Budget	Budget Adjustments	Revised Budget	Budget Adjustment Rationale
Prop D Bond	68,092,992		68,092,992	
Interest-Prop D	1,480,757		1,480,757	
Prop C Bond	88,400,000		88,400,000	
Interest-Prop C	1,490,036		1,490,036	
QSCB Proceeds	4,551,940		4,551,940	
State Funding	2,992,789		2,992,789	
E-Rate	727,656		727,656	
Developer Fees	777,265		777,265	
County Grant	228,057		228,057	
Deferred Maintenance	200,000		200,000	
Prop 39-Energy Efficiency	3,927,181		3,927,181	
TOTAL	172,868,673	-	172,868,673	

Estimated Expenditures

Project#	Project Name	School Name	Current Budget	Budget Adjustments	Revised Budget	Budget Adjustment Rationale
D-7501	Water Line Replacement	Meridian	54,892		54,892	
D-7502	Security Camera Upgrades	Various	1,124,637		1,124,637	
D-7503	Clock System Upgrades	Various	76,507		76,507	
D-7504	Playground Upgrades	Various	290,102		290,102	
D-7505	New Gymnasium/MPB	Greenfield	13,035,706		13,035,706	
D-7506	Electrical Upgrades	Various	930,567		930,567	
D-7507	New 2-Story Classroom Bldg	Cajon Valley	14,630,360		14,630,360	
D-7508	HVAC	Various	10,600,802		10,600,802	
D-7509	MPR Remodel	Flying Hills	587,462		587,462	
D-7510	Modernization	Vista Grande	4,598,383		4,598,383	
D-7511	Modernization	Rancho San Diego	4,469,732		4,469,732	
D-7512	Technology Infrastructure	Various	26,725,961		26,725,961	
D-7513	Reconstruction	Lexington	31,117,584		31,117,584	
D-7515	New Gym/MPB, Admin & Kitchen Buildings	Emerald	13,172,592	100,000	13,272,592	Use contingency to increase budget for remodeling of old administrative offices.
D-7516	New Gym/MPB & Renovations	Montgomery	12,199,114		12,199,114	
D-7518	Erosion Control	Crest	65,000		65,000	
D-7519	Fencing	Various	1,311,138		1,311,138	
D-7522	Parking Lot Upgrades	Various	219,869		219,869	
D-7524	Minor Renovations	Various	314,945		314,945	
D-7525	Security Lighting	Various	400,400		400,400	
D-7526	Sidewalk Upgrades	Various	500,000		500,000	
D-7527	Window Replacement	BV, HM, JA	220,320		220,320	
D-7528	Educational Technology	Various	1,800,000		1,800,000	
D-7529	New Classroom Bldgs & Renovations	Magnolia	8,339,131		8,339,131	
D-7531	New Classroom Bldgs & Renovations	Anza	4,662,644		4,662,644	
D-7532	New Classroom Bldgs & Renovations	Johnson	8,594,550		8,594,550	
D-7533	New Classroom Bldgs & Renovations	Naranca	6,142,354		6,142,354	
D-7534	Bostonia Global Programming	Bostonia	75,000		75,000	
D-7540	Lighting Retrofit	Various	587,709		587,709	
D-7599	Program Management	N/A	4,350,000		4,350,000	
	Contingency	N/A	1,671,212	(100,000)	1,571,212	Use contingency to increase budget for remodeling of old administrative offices.
Totals			172,868,673	-	172,868,673	



Consolidated Budget Status Report

Budgets versus Commitments and Expenditures for multiple Projects

Budget vs. Commitments and Expenditures

Project Name	Budget	Commitments		Expenditures		
	Total Budget	Total Commitments	Remaining Against Budget	Total Expenditures	Remaining Against Committed	Remaining Against Budget
D-7501 Water Line Replacement	54,892	54,892	-	54,892	-	-
D-7502 Security Cameras Upgrades	1,124,637	1,124,637	-	1,124,637	-	-
D-7503 Clock Systems Upgrades	76,507	76,507	-	76,507	-	-
D-7504 Playgrounds Upgrades	290,102	290,102	-	290,102	-	-
D-7505 GMS Gym/MP Bldg	13,035,706	13,035,706	-	13,035,706	-	-
D-7506 Electrical Upgrades	930,567	930,567	-	930,567	-	-
D-7507 CVMS New 2-Story Classroom Bldg	14,630,360	14,630,360	-	14,630,360	-	-
D-7508 HVAC	10,600,802	10,600,802	-	10,600,802	-	-
D-7509 FH MPR Remodel	587,462	587,462	-	587,462	-	-
D-7510 VG Modernization	4,598,383	4,598,383	-	4,598,383	-	-
D-7511 RSD Modernization	4,469,732	4,469,732	-	4,469,732	-	-
D-7512 Technology Infrastructure	26,725,961	26,725,961	-	26,725,961	-	0
D-7513 Lexington Reconstruction	31,117,584	31,117,584	-	31,117,584	-	-
D-7515 EMS Gym/MPB, Admin & Kitchen	13,272,592	13,177,134	95,457	13,141,950	35,185	130,642
D-7516 MMS Gym/MPB & Renovations	12,199,114	12,199,114	-	12,199,114	-	-
D-7518 Erosion Control	65,000	-	65,000	-	-	65,000
D-7519 Fencing	1,311,138	1,311,138	-	1,311,138	-	-
D-7522 Parking Lot Upgrades	219,869	219,869	-	219,869	-	-
D-7524 Minor Renovations	314,945	314,945	-	314,945	-	-
D-7525 Security Lighting	400,400	216,122	184,278	216,122	-	184,278
D-7526 Sidewalk Upgrades	500,000	484,567	15,433	483,061	1,506	16,939
D-7527 Window Replacements	220,320	220,320	-	220,320	-	-
D-7528 Educational Technology	1,800,000	1,800,000	-	1,800,000	-	-
D-7529 MG New Classroom/Renovations	8,339,131	8,339,131	-	8,339,131	-	-
D-7531 AN New Classroom & Renovations	4,662,644	4,662,644	-	4,662,644	-	-
D-7532 JO New Classroom & Renovations	8,594,550	8,546,945	47,605	7,937,554	609,391	656,996
D-7533 NA New Classroom & Renovations	6,142,354	5,850,272	292,082	2,998,861	2,851,411	3,143,493
D-7534 Bostonia Global Planning	75,000	64,582	10,418	64,582	-	10,418
D-7540 Lighting Retrofit	587,709	587,709	-	587,709	-	-
D-7599 Contingency	1,571,212	-	1,571,212	-	-	1,571,212
D-7599 Program Management	4,350,000	3,951,653	398,347	3,864,632	87,021	485,368
Totals	172,868,673	170,188,841	2,679,832	166,604,327	3,584,514	6,264,345

Report Date: 05.05.2021

EDUCATIONAL TECHNOLOGY BOND FUND 2110 (PROP EE)

07/01/2016 - to date

DATE	BONDS AUTHORIZED	BONDS ISSUED	REMAINING AUTHORIZATION
Nov-16	20,000,000		20,000,000
Mar-17		6,000,000	14,000,000
Oct-19		7,000,000	7,000,000
TOTALS	20,000,000	13,000,000	7,000,000

	REVENUE	EXPENSES	FUND BALANCE
PROP EE PROCEEDS	13,000,000.00		13,000,000.00
INTEREST EARNED	234,869.53		13,234,869.53
EXPENSES		\$ 7,125,085.22	6,109,784.31
TOTALS	13,234,869.53	7,125,085.22	6,109,784.31

Encumbrances

\$ -

Available Balance (Fund Balance less Encumbrances):

\$ 6,109,784.31

Report Date: 05.05.2021

EDUCATIONAL TECHNOLOGY BOND FUND 2110 (PROP EE) EXPENSES

					Expenditures						
PO/Ref #	Vendor Name	Description	Total Authorized Fund 2110 Amount	Check Date	16/17	17/18	18/19	19/20	*20/21	Total Expenses	Encumbrances
1706014	Apple	Teacher Computers	\$ 240,383.10	5/12/2017	\$ 240,383.10					\$ 240,383.10	\$ -
1707275	Unistar	Student Computers	\$ 16,156.69	6/30/2017	\$ 16,156.69					\$ 16,156.69	\$ -
1704993	Apple	Teacher Computers	\$ 15,919.72	5/30/2017	\$ 15,919.72					\$ 15,919.72	\$ -
1704965	Unistar	Student Software	\$ 28,751.98	5/30/2017	\$ 28,751.98					\$ 28,751.98	\$ -
1705093	Unistar	Teacher Software	\$ 8,171.61	5/30/2017	\$ 8,171.61					\$ 8,171.61	\$ -
1704964	CDW	Chromebook Cabinets	\$ 8,617.78	5/30/2017	\$ 8,617.78					\$ 8,617.78	\$ -
1800530	CDW	Student Computers	\$ 99,599.25	9/8/2017		\$ 99,599.25				\$ 99,599.25	\$ -
1800915	Apple	Teacher Computers	\$ 53,722.27	9/12/2017		\$ 53,722.27				\$ 53,722.27	\$ -
1800574	Troxell	Classroom Technology	\$ 286,718.55	9/26/2017		\$ 286,718.55				\$ 286,718.55	\$ -
1800576	Pathway Comm	Classroom Technology	\$ 2,273.21	10/3/2017		\$ 2,273.21				\$ 2,273.21	\$ -
1800575	CDW	Classroom Technology	\$ 19,848.72	10/3/2017		\$ 19,848.72				\$ 19,848.72	\$ -
1801667	CDW	Student Computers	\$ 67,698.50	10/3/2017		\$ 67,698.50				\$ 67,698.50	\$ -
1801864	CDW	Student Computers	\$ 617,825.25	12/8/2017		\$ 617,825.25				\$ 617,825.25	\$ -
1803010	FIREFLY	Student Computers	\$ 29,038.25	12/21/2017		\$ 29,038.25				\$ 29,038.25	\$ -
1805873	FIREFLY	Classroom Technology	\$ 1,060.47	5/8/2018		\$ 1,060.47				\$ 1,060.47	\$ -
1805564	Apple	Student Computers	\$ 318,396.63	5/8/2018		\$ 318,396.63				\$ 318,396.63	\$ -
1805597	Troxell	Classroom Technology	\$ 1,390.32	5/24/2018		\$ 1,390.32				\$ 1,390.32	\$ -
Claims & Returns		Claims & Returns	\$ (6,523.34)			\$ (3,160.88)	\$ (3,362.46)			\$ (6,523.34)	\$ -
1806668	EN-NET SERVICES, LLC	Student Computers	\$ 194,850.00	8/24/2018			\$ 194,850.00			\$ 194,850.00	\$ -
				1/17/2019							
1900092	CDW GOVERNMENT	Student Computers	\$ 1,217,041.88	2/21/19			\$ 1,217,041.88			\$ 1,217,041.88	\$ -
1900686	APPLE INC.	Teacher Computers	\$ 131,082.40	9/7/2018			\$ 131,082.40			\$ 131,082.40	\$ -
1900916	CDW GOVERNMENT	Student Computers	\$ 1,633,320.00	1/4/2019			\$ 1,633,320.00			\$ 1,633,320.00	\$ -
1901422	TROXELL COMMUNICATIONS	Classroom Technology	\$ 21,100.73	10/12/2018			\$ 21,100.73			\$ 21,100.73	\$ -
				3/12/2019,							
1902607	CDW GOVERNMENT	Student Computers	\$ 119,041.31	06/21/2019			\$ 119,041.31			\$ 119,041.31	\$ -
1902611	CDW GOVERNMENT	Student Computers	\$ 3,031.00	12/20/2018			\$ 3,031.00			\$ 3,031.00	\$ -
Claims & Returns		Claims & Returns	\$ (3,562.38)	2/14/2019			\$ (3,562.38)			\$ (3,562.38)	\$ -
Claims & Returns		Claims & Returns	\$ (1,991.62)	2/22/2019			\$ (1,991.62)			\$ (1,991.62)	\$ -
Claims & Returns		Claims & Returns	\$ (12,547.16)	3/22/2019			\$ (12,547.16)			\$ (12,547.16)	\$ -
1906278	TROXELL COMMUNICATIONS	Classroom Technology	\$ 7,193.22	5/10/2019			\$ 7,193.22			\$ 7,193.22	\$ -
Claims & Returns		Claims & Returns	\$ (4,311.81)	6/4/2019			\$ (4,311.81)			\$ (4,311.81)	\$ -
Claims & Returns		Claims & Returns	\$ (4,837.71)	6/14/2019			\$ (4,837.71)			\$ (4,837.71)	\$ -
Claims & Returns		Claims & Returns C/L	\$ (1,330.73)	6/30/2019			\$ (1,330.73)			\$ (1,330.73)	\$ -
Claims & Returns		Claims & Returns C/L	\$ (1,490.54)	6/30/2019			\$ (1,490.54)			\$ (1,490.54)	\$ -
12000095	AREY JONES	Student Computers	\$ 770,349.14	10/4/2019				\$ 770,349.14		\$ 770,349.14	\$ -
12000191	AREY JONES	Student Computers	\$ 834,099.53	10/30/2019				\$ 834,099.53		\$ 834,099.53	\$ -
12001046	AREY JONES	Student Computers	\$ 98,310.54	3/10/2020				\$ 98,310.54		\$ 98,310.54	\$ -
12004460	Apple	Teacher Computers	\$ 286,267.13	2/11/2020				\$ 286,267.13		\$ 286,267.13	\$ -
Claims & Returns		Claims & Returns	\$ (2,682.34)					\$ (2,682.34)		\$ (2,682.34)	\$ -
12006927	Amazon	Classroom Technology	\$ 470.89	03/18-19/2020				\$ 470.89		\$ 470.89	\$ -
12006917	DIGITAL NETWORKS	Classroom Technology	\$ 9,070.27	5/4/2020				\$ 9,070.27		\$ 9,070.27	\$ -
JE 298	Arej Jones (moved to 0100)	-	\$ -	09.04.2020						\$ -	\$ -
Claim586147		Claims & Returns	\$ (1,197.27)	9/15/2020					\$ (1,197.27)	\$ (1,197.27)	\$ -
Deductable Crenshaw		Claims & Returns	\$ (50.00)	10/31/2020					\$ (50.00)	\$ (50.00)	\$ -
Deductable Crenshaw		Claims & Returns	\$ (50.00)	11/11/2020					\$ (50.00)	\$ (50.00)	\$ -
Deductable Crenshaw		Claims & Returns	\$ (50.00)	12/1/2020					\$ (50.00)	\$ (50.00)	\$ -
Claim588422		Claims & Returns	\$ (1,212.92)	12/23/2020					\$ (1,212.92)	\$ (1,212.92)	\$ -
Claim588420		Claims & Returns	\$ (1,490.24)	12/23/2020					\$ (1,490.24)	\$ (1,490.24)	\$ -
Deductable Crenshaw		Claims & Returns	\$ (50.00)	12/18/2021					\$ (50.00)	\$ (50.00)	\$ -
Loss MarasShelton		Claims& Returns	\$ (250.00)	03.10.2021					\$ (250.00)	\$ (250.00)	\$ -
12105497	Apple	Teacher Computers	\$ 27,912.94	03.19.2021					\$ 27,912.94	\$ 27,912.94	\$ -
										\$ -	\$ -
										\$ -	\$ -

TOTALS \$ 7,125,085.22 \$ 318,000.88 \$ 1,494,410.54 \$ 3,293,226.13 \$ 1,995,885.16 \$ 23,562.51 \$ 7,125,085.22 \$ -