



Laytonville Unified School District

Joan Viada Potter, Superintendent

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REGULAR MEETING OF THE CITIZENS' BOND OVERSIGHT COMMITTEE MONDAY, JUNE 4, 2018

4:00 P.M.

**LOCATION: LAYTONVILLE UNIFIED SCHOOL DISTRICT BOARD ROOM
150 RAMSEY ROAD, LAYTONVILLE, CA**

Members: Alison Pernell, Matt O'Neill, Jiongyi Pierson, Meadow Shere, David Quayle

Agenda

1. Call to Order – 4:04pm
2. ACTION: Approval of minutes from April 18, 2017
 - a. **Motion** by Meadow Shere, Seconded by Alison Pernell, 4-0 vote.
 - b. Present: Joan Potter, Don Alameida, Alison Pernell, Matt O'Neill, Jiongyi Pierson, Meadow Shere, Michael Ash
 - c. Absent from Committee: Molly Rinaldi, Phil Gravier, David Quayle
3. ACTION: Approval of Agenda
 - a. **Motion** by Alison Pernell, Seconded by Jiongyi. 4-0 vote.
4. Public Comments
 - a. None
5. Report from Auditor-Michael Ash
 - a. Michael Ash explained that a requirement of the Prop 39 Bond is to have a Performance and Financial Audit done each year to ensure that funds are being spent on allowable items. Ash explained that expenditures of \$1,905,781 primarily related to construction.
 - b. There were no new contracts approved for this Bond in 2016/17
 - c. There were three (3) change orders made but there were all properly reviewed and approved by the Laytonville School Board.
 - d. Ash announced that there have been no findings in the 2016/17 bond audit.
6. Bond Project Updates-Donald Alameida
 - a. Don went through the June 2018 progress report with committee members. The budget for the construction project has been adjusted to reflect the modernization of rooms 8, 9, and 10.

- b. Solar rails and panels have been installed. The solar inverters will be moved to the new transformer box.
- c. The new fire alarm system remains the biggest item to complete.
- d. The next project will include the demolition of rooms 8, 9, and 10 and the reconstruction of room 10. This will include one classroom, a staff restroom, ball closet and a custodian closet.

7. ACTION: Membership

- a. Phil Gravier and Molly Rinaldi have decided to step down from their position on the committee. The District will need to advertise for 2 members, 1 parent/guardian and 1 business owner to complete the committee.

8. Annual Report:

- a. An annual report was presented. If approved, it will be taken to the Board on June 7, 2018
- b. **Motion** by Meadow Shere, seconded by Alison Pernell, unanimously approved with a 4-0 vote.

9. Other Business

- a. Mrs. Potter discussed paving the parking lot across the street from the Elementary School. Currently the DOT grant writer is out on leave, however, money is being set aside in the budget. An asphalt alternative was suggested and will be looked in to.
- b. The District received the Career Technical Education Facilities Grant to build the CTE kitchen at the high school. A member suggested talking to North Coast Opportunities about grant money and information about management for a code kitchen.

10. Adjournment

- a. Motion to adjourn the meeting by Alison Pernell, seconded by Jiongyi Pierson, unanimously approved with a 4-0 vote at 4:55 pm.