

Pacific Elementary School District  
Citizens' Oversight Committee Measure M General Obligation Bond  
Tuesday, December 15, 2015  
Meeting Notes – Rough Draft – Un-Approved

1. Call to Order
  - a. Principal Eric Gross called the meeting to order at 5:15 p.m.
2. Roll Call
  - a. Attending Committee Members: Claudia Weaver, Andy Wilson, Noel Bock and Ben Riordan (to be approved by school board January 2016 )
  - b. Absent Committee Members: Tom Wedlock, Rachael Spencer
  - c. Also in Attendance: Principal Eric Gross and Board of Trustees Member Roger Knapp
  - d. It was noted there is one vacant opening on the Citizens' Oversight Committee.  
The Bylaws state the committee shall consist of seven members for a term of two years, although the Bylaws state the committee shall automatically terminate and disband when all the bonds are spent or the project funded by bond proceeds are completed.
3. Public Comment – There was no public comment.
4. Election of Officers
  - a. Andy Wilson was nominated and approved as Vice Chair
  - b. Noel Bock was nominated and approved as Secretary
  - c. Andy Wilson chaired the meeting, as Chairperson Rachael Spencer was unable to attend.
5. Audit Report
  - a. Principal Eric Gross handed out the “General Obligation Bond Proposition 39 Performance Audit Report for the Year ended June 30, 2015” as prepared by Robertson & Associates, CPA.
  - b. After some discussion, the Audit Report was accepted by the COC.
  - c. Principal Eric Gross also handed out an Vendor Expense Total to Date Spreadsheet and a Revenue and Expense Spreadsheet, prepared by Pacific School Business Manager, Elizabeth Andrews, which included information regarding several funding sources for the two school building projects - renovating the multi-purpose building and replacing the Independent Study Classroom.  
It was noted that the COC is charged with reporting whether Measure M Bonds are expended only on the school facilities possibly including, and limited to: the deteriorating roofs, student technology, renovating the multi-purpose building, and replacing the preschool classroom.
6. Project Report
  - a. Board Member, Roger Knapp, reported that Pacific School has contracted with MADI Architects and their plans went out to bid and were awarded to the lowest bid, which was Bogard Construction Company. Sub-contractors will include Environplex and Granite Rock. The demolition will start the week of December 20, 2015 and the completion of the building projects is expected by the end of March, weather dependent.
7. Schedule Meeting
  - a. Secretary Noel Bock will write the required Measure M General Obligation Bond Annual Report with Vice Chair Andy Wilson and a rough draft will be submitted for approval by the COC at the next meeting on **Tuesday, January 26, 2016 at 5:00 pm at Pacific School.**
8. Adjourn – The meeting was adjourned at 6:50 p.m.