
OJAI UNIFIED SCHOOL DISTRICT OPEN SESSION OF THE OJAI UNIFIED SCHOOL DISTRICT CITIZENS' OVERSIGHT COMMITTEE

THE PUBLIC IS WELCOME TO COMMENT ON ANY AGENDA ITEM. TO ADDRESS THE COMMITTEE, PLEASE COMPLETE A "SPECIAL PRESENTATIONS REQUEST" FORM LOCATED AT THE BACK OF THE ROOM AND SUBMIT IT TO THE RECORDING SECRETARY BEFORE THE SESSION BEGINS. THE CHAIRPERSON USUALLY LIMITS INDIVIDUAL COMMENTS TO THREE MINUTES, BUT MAY MODIFY THE TIME LIMIT AT HIS/HER DISCRETION IN ORDER TO ASSURE THAT THE COMMITTEE TAKES CARE OF DISTRICT BUSINESS. THE CHAIRPERSON MAY ALSO CONSIDER REQUESTS SUBMITTED AFTER THE MEETING HAS BEGUN OR MAY CALL ON MEMBERS OF THE AUDIENCE FOR COMMENT.

ALL DOCUMENTS PROVIDED WITHIN 72 HOURS BEFORE THE MEETING TO MEMBERS OF THE COMMITTEE CONCERNING OPEN SESSION OF THIS MEETING MAY BE VIEWED BY THE PUBLIC AT THE SUPERINTENDENT'S OFFICE, OJAI UNIFIED SCHOOL DISTRICT, 414 EAST OJAI AVENUE, OJAI, CALIFORNIA.

Persons with disabilities requiring special accommodations to attend this meeting should contact the Superintendent's office, 640-4300, ext. 1011, at least 48 hours prior to the meeting.

DATE: Monday, January 22, 2024
TIME: 4:00 p.m.
PLACE: Nordhoff High School
1401 Maricopa Hwy,
Administration Building
Ojai, California 93023

1. Call to Order, Pledge to the Flag

2. Attendance:

Citizens' Oversight Committee (COC): Donna Lloyd
PJ Garahan
William Weirick
Stephen Quilici
Robert Porter
Larry Steingold

District Administrators: Sherrill Knox, Superintendent
Alan White, Bond Manager

3. Approval of the Agenda:

The Committee is asked to approve the agenda.

Motion by: _____ Seconded by: _____ Y ___ N ___ A ___

4. Approval of David Hurwith as a COC member representing OUSD Parents.

Motion by: _____ Seconded by: _____ Y ___ N___ A___

5. Approval of minutes from May 22, and October 30, 2023 meetings. (Attached)

6. Tour of recent and current projects at Nordhoff High

7. Discussion about filling the one vacancy for a parent

8. Review of the master budget for planned bond expenditures 23/24 school year A review of the NHS projects past and current.

- a. Gym floor replacement and improvements
- b. Tennis Courts
- c. Library
- d. D and C wing upgrades and quad plans
- e. Teams ADA ramp
- f. Solar installation
- g. EV Charging Stations
- h. Stadium Demo
- i. Aquatic Center
- j. Bathroom Refreshes
- k. Solar Installation
- l. EV Gateway plans for chargers
- m. Patio fencing at D1

9. Responses to committee questions for deferred maintenance plans

10. New business / Next meeting date / Parking lot of new items

11. Adjournment



Ojai Unified School District

414 East Ojai Avenue, P.O. Box 878, Ojai, CA 93024
 (805) 640-4300 • Fax (805) 640-4419 • www.ojaiusd.org

Citizens Oversight Committee

Meeting Minutes

May 22, 2023

5:30 p.m. – 6:30 p.m.

Place: Ojai Unified School District Board Rooms
 414 E. Ojai Ave., Ojai, CA 93023

Members in Attendance: William Norris, Chair; Kathy Smith, Secretary; Jennifer Burkett;; PJ Garahan; Donna Lloyd. Absent: John Hook

District Staff: Alan White, Adam Dutter

1. The meeting was called to order at 5:30 p.m.
 - a. Flag Salute
 - b. Addition to the agenda regarding bond fund loan to OUSD General Fund
 - c. Approval of the agenda. 5-0
 - d. The minutes of 6/15/22; 2/17/23; and 5/8/23 were approved
2. There were no public comments
3. Discussion about the transfer loan of bond funds to the OUSD general fund and as noted in the annual report to the school board.
 Recap: In June of 2022 and transfer of \$ 600,000 was made from the bond fund balance to the OUSD general fund. Presumably for cashflow reasons. The full amount was repaid by transfer on August 8, 2022. Approximately 60 days after the initial transfer. Subsequently, a COC member asked if the funds had been repaid with interest. Upon investigation it was determined an interest payment was due to the bond fund in the amount of \$ 4,717 according to the interest rate for that period reported by VCOE. This money was repaid prior to June 1, 2023.
4. Discussion about the annual report from the COC to the OUSD School Board with final draft approved by the board 5-0
5. No future agenda items were noted.
6. The meeting was adjourned approximately 6:35 p.m.
7. Following the meeting an informal discussion with continuing members was had.
 The outgoing members completed their term of service. Only Donna Lloyd and PJ Garahan remain on the committee and plan to serve as chair and secretary respectively in the coming year.

Administration	Board of Education
Sherrill Knox, Ed.D., Interim Superintendent	Atticus Reyes, President
	Phil Moncharch, Vice President
	Dr. James Halverson, Clerk
	Kathy Smith, Trustee Area 4
	Blair Braney, Trustee Area 2



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Citizens Oversight Committee

Meeting Minutes

October 30, 2023

5:15 p.m. – 6:31 p.m.

Place: Nordhoff Junior High & High School
Meeting Room
1401 Maricopa Highway, Ojai, CA 93023

1. Attendance & Call to Order:

a. Members in Attendance:

- i. Donna Lloyd
- ii. PJ Garahan
- iii. William Weirick (*sworn in during meeting*)
- iv. Robert Porter (*sworn in during meeting*)
- v. Lawrence Steingold (*sworn in during meeting*)
- vi. Stephen Quilici (*sworn in during meeting*)

b. Members Absent: None

c. District Staff in Attendance:

- i. Alan White, OUSD Bond Project Manager
- ii. David Rogers, OUSD Director of Operations

d. Public in Attendance:

- i. Kathy Smith
- ii. Bob Daddi

e. The meeting was called to order at 5:15pm, flag salute occurred.

2. Approval of the agenda and minutes from previous meeting(s):

- a. Motion to revise Agenda Item #4 – Swearing in of new members. Correct name of new member listed from Robert Foster to Robert Porter. Correct name of new member listed from Larry Steingold to Lawrence Steingold. Motion by DL, seconded by PJG, passed 2-0
- b. Motion by PJG, seconded by DL, passed 2-0
- c. The minutes of 05/22/23 meeting were tabled for review at next meeting.

Administration	Board of Education
Sherrill Knox, Ed.D., Interim Superintendent	Atticus Reyes, President
	Phil Moncharch, Vice President
	Dr. James Halverson, Clerk
	Kathy Smith, Trustee Area 4
	Blair Braney, Trustee Area 2

3. Public Comments:
 - a. Bob Daddi: Stated concerns regarding operating maintenance cost for pool. Referenced City of Fillmore fiscal stress due to that City's pool maintenance costs, recommended that someone within OUSD consult other schools and/pr municipalities regarding the costs to maintain their pool in order to more clearly understand the ongoing pool costs after construction.
 - b. Kathy Smith: Stated that all audits reviewed by the COC, and reports generated by the COC to OUSD Board of Trustees are publicly available, generally found in the minutes of the Board of Trustees meetings.
4. Swearing in of new members, the following members were sworn in verbally and signed documents:
 - a. William Weirick
 - b. Robert Porter
 - c. Lawrence Steingold
 - d. Stephen Quilici
5. Appointments:
 - a. Appointment of Chairperson
 - i. Member Donna Lloyd has agreed to fill this position pending committee selection.
 - ii. Motion to appoint Donna Lloyd by WW, seconded by SQ, passed 6-0
 - b. Appointment of Secretary
 - i. Member PJ Garahan has agreed to fill this position pending committee selection.
 - ii. Motion to appoint PJ Garahan by DL, seconded by LS, passed 6-0
6. Discussion about filling one vacancy in COC with parent of OUSD student:
 - a. COC recruitment information to be sent to all PTAs of all schools soliciting volunteers.
 - b. OUSH Staff member Amanda Belcher will send information, Alan White to coordinate with Ms. Belcher.
 - c. Applications due by 12/01/23 in advance of January 2024 COC meeting.
7. Discussion about bond management department structure:
 - a. The following roles are currently filled:
 - i. Bond Project Manager – Alan White
 - ii. Bond Project Coordinator (Working Supervisor) – Kelly Haslam
 - iii. Bond Skilled Maintenance Worker – Greg Miller
 - b. Since last meeting in May 2023, Bond Project Manager Adam Dutter resigned. Group discussed current structure and roles, Alan White stated that direct replacement of Mr. Dutter may not be necessary at this time due to phase of planning and construction.
 - c. COC asked AW to provide updated master bond budget prior to next meeting scheduled for January 2023, AW confirmed intent to send.
 - d. COC member WW expressed concern regarding "Maintenance Worker" title included in

bond funds, due to fact that maintenance of facilities is not an acceptable use of bond. AW stated that the worker with this title is performing appropriate bond work, and the title was assigned as part of the CSEA Union standards. DR to investigate if this title can be adjusted to more accurately reflect the work performed by that individual.

8. New Business:

- a. Group requested link to existing prior audits reviewed by previous COCs. Follow this link for previous audits: <https://www.ojaiusd.org/page/citizen-oversight-committee-coc>
- b. LS requested cost update on Nordhoff swimming pool project including escalation since time of approval and any operating budget information available from designing consultants. AW agreed to include in budget update for next meeting.
- c. WW discussed remaining bond sale of approx. \$13MM which is not yet sold. Due to changing interest rates it appears appropriate to recalculate remaining funds based on current expected interest rates.
- d. WW asked staff and/or bond manager to investigate and account for the required 0.5% deferred maintenance of bond projects which is stipulated in Section IV: Authorized Activities.
- e. All newly sworn members stated desire to provide staff, bond management team, and OUSD Board of Trustees with appropriate information and recommendations with which to make decisions, even if those recommendations exceed the required purpose of the Committee.

9. Review of Current NHS projects past and current:

- a. Tabled until next meeting, in-person walk of projects did not occur. Group suggested site walk to start the following meeting, not scheduled for the last activity.

10. Next Meeting:

- a. Next meeting shall be Monday January 8th starting at 4pm to allow review of NHS projects during daylight hours.

11. Adjournment:

- a. Meeting adjourned 6:31pm.