

**CVUHSD Measure CV/LP: Citizens' Oversight Committee  
Meeting Minutes**

**Meeting No. 1**

**Date:** January 24, 2018

**Time:** 12:00 pm

**Location:** Centinela Valley Union High School District- District Office Computer Lab - 2<sup>nd</sup> Floor

**COC Members:**

Lisa Avila-Battle (LA)	Absent	520 S. Inglewood Ave. #3, Inglewood, CA 90301
Esther Enoch (EE)	Present	TBD
Robert Prieto (RP)	Present	4823 Broadway, Hawthorne, CA 90250
John Vargas (JVA)	Absent	11963 Ramona Ave, Unit C, Hawthorne, CA 90250
Janina Velasquez (JVE)	Present	12543 York Ave, Hawthorne, CA 90250
Jan Vogel (JVO)	Present	11539 Hawthorne Blvd #500, Hawthorne, CA 90250
Leithelle Williams (LW)	Present	12529 Truro Ave., Apt B, Hawthorne, CA 90250

**Support Staff:**

Dr. Gregory O'Brien (DO)	Present	Centinela Valley Union High School District
Ron Hacker (RH)	Present	Centinela Valley Union High School District
Eric Mirabal (EM)	Present	Centinela Valley Union High School District
Phil Henderson (PH)	Present	Orbach Huff Suarez & Henderson LLP
John Clem (JC)	Absent	TELACU Construction Management
Louis Gallegos (LG)	Present	TELACU Construction Management
Patricia Myers (PM)	Present	TELACU Construction Management
Michael Clem (MC)	Present	TELACU Construction Management
Preeti D'Souza (PD)	Present	TELACU Construction Management
Vi Dinh (VD)	Present	TELACU Construction Management
Andrea Torres (AT)	Present	TELACU Construction Management

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**Minutes prepared by:** Andrea Torres, TELACU Construction Management

**Note:** If there are important errors or omissions, please note them so they can be corrected in subsequent reports and documents.

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The meeting was opened at 12:05 PM in the Computer Lab of the Centinela Valley Union High School District Office at 14901 S. Inglewood Ave., Lawndale, CA 92868.

**1.0 Call to Order:**

The meeting was called to order by Ron Hacker (RH) at 12:05 PM.

**2.0 Roll Call:**

**2.1 Citizen's Oversight Committee Members**

Lisa Avila-Battle	Absent
Esther Enoch	Present
Robert Prieto	Present
John Vargas	Absent
Janina Velasquez	Present
Jan Vogel	Present
Leithelle Williams	Present

### **3.0 Approval(s)**

#### **3.1 Approval of Agenda:**

Committee approved the agenda as presented. Leithelle Williams (LW) motioned to approve the agenda and Robert Prieto (RP) seconded the motion, the motion was approved. Copies of the agenda were made available to the public.

### **4.0 Statements:**

#### **4.1 Public statements not related to agenda items**

Public members were not present.

#### **5.0 Introduction and Welcome – Superintendent**

Gregory O'Brien, Ph.D., Superintendent (GO) welcomed the attendees. All attendees introduced themselves. Superintendent GO thanked current and new members for their attendance and is grateful to all the taxpayers for all the changes that can be made for the students and staff at the District. Informed the members of new changes, including the chrome books for the all incoming 9<sup>th</sup> graders and the staff are also getting trained to better serve the students.

### **6.0 New Business**

#### **6.1 Brown Act Presentation – District's Legal Counsel Phil Henderson (Orbach Huff Suarez & Henderson LLP)**

Phil Henderson (PH) distributed to all COC members "The Brown Act" handout and reviewed all the items presented. PH explained the purpose and application of the Brown Act and made sure the new COC members understood it thoroughly and how it directly applies to the Citizens' Oversight Committee in particular. The items discussed included, but not limited to, what constitutes a meeting between members and where District meeting can be held. PH emphasized to the members that they are not allowed to discuss among themselves items of substance unless at a scheduled meeting. Janina Velasquez (JVE) questioned how the public are informed of the meetings. PH explained the Agenda is displayed to the public 72 hours in advance at the District office and is also posted on the CVUHSD website and the public is welcomed to attend the meeting.

#### **6.2 Roles and Responsibilities Presentation – District's Legal Counsel Phil Henderson (Orbach Huff Suarez & Henderson LLP)**

PH distributed to all COC members "Roles and Responsibilities of Board, Staff and COC" handout and reviewed all the items presented. PH explained that the Board delegated many of the responsibilities to CVUHSD Staff with everything still requiring board approval. Ron Hacker (RH) mentioned that some funds are controlled by the JPA along with Wiseburn School District. It was confirmed the COC members were established 60 days post bond approval. Due to the time constraint of the meeting location, the bylaws will be provided and reviewed. Jan Vogel (JVO) inquired about a potential conflict of interest with his organization and the connection with the District. PH explained it is not construction related but will review further. The performance audit was discussed and will be compiled by the COC members, further discussion at the next meeting. The District staff and TELACU (TCM) are working with consultants to take all steps necessary for construction, ultimately requiring board approval. It is the COC members responsibility to inform the public of any concerning expenditures of the bond. JVE clarified with PH that COC members are to inform the District of any concerns to allow the opportunity to amend the issue. Robert Prieto (RP) inquired the minimum amount of members that have to agree to an issue to bring it to the public, and it was confirmed that there has to be quorum otherwise it'd have to be an individual complaint. The Performance Audit was discussed and will be made available to the members by March 31<sup>st</sup> for review. The COC members are to issue a report once a year, which includes more details and all attachments from the meetings for the year. TCM will assist in preparing the report at the end of the calendar year. COC members can request site visits from the District but are not allowed to walk onsite without it being previously organized and approved. Esther Enoch (EE) asked if there was a conflict of interest if she were to be a substitute teacher at the District. PH to review individual circumstances and follow up. Ron Hacker (RH) thanked JVE and JVO for being on the committee throughout the duration of Measure CV bond and the District is working on updating the COC members but have been faced with lack of member availability.

#### **6.3 Bond Program and Budget Overview – District program manager John Clem (TELACU Construction Management) will present a bond program overview and a bond program budget overview**

A Presentation booklet was handed out to all COC members showing pictures and updates of CVUSD schools and finance reports break down.

Due to the time constraint of the meeting, Louis Gallegos (LG) briefly explained the finance reports are broken down by schools - Lawndale Phase 3, Hawthorne Phase 2, and Leuzinger Phase 3. LG clarified that Hawthorne budget includes the amount for the larger upcoming Phase 2 project along with the Woodshop Addition project. COC members will review and any questions will be addressed at the following meeting.

#### **6.4 Bond Program Overview and Construction Update – TELACU Staff will present a construction update of the Lawndale Phase 3, Hawthorne Phase 2 and Miscellaneous Projects**

TELACU Staff- Preeti D'Souza (PD), Michael Clem (MC), and Vi Dinh (VD) all gave updates on their individual projects that they are managing at the District. PD informed the members that Lawndale Phase 2 Student Center has been completed for the 2017-2018 school year. Demo and abatement and installation of the temporary portable classrooms for the Phase 3 project have been completed. Phase 3 construction has begun and they are currently erecting steel. Michael Clem (MC) discussed the progress of the Hawthorne Woodshop Addition project. The excavation and soil import is completed and the building pad has been certified. MC noted the Phase 2 project was broken out into two phases to reduce cost and have a place for the students to be rather than having temporary classrooms set up. The structural concrete is anticipated to begin by the end of the month. Vi Dinh (VD) gave an update on the progress of the Marquees. Leithelle Williams (LW) questioned the reasoning for the installation of the marquees. DO explained that many members of the board had been pushing for marquees similar to those at all other high schools. Many board members and parents had requested for marquees to display pertinent information related to the school to inform the local community. LW noted the previous sign at Hawthorne that was voted down due to the excessive light on the community. DO explained these new improved signs have better technology and the lights are no longer intrusive. The local communities have provided positive feedback and they have been high in demand for some time. RP questioned if there were funds to maintain the quality of the signs. DO explained that the District has funds to maintain the facilities throughout the District. VD gave an update on the updates that have been completed at Leuzinger High School the gym seats and floor have been refurbished and the floor replaced. The seat capacity is now at 940 with the addition of ADA compliance seats available. The quality and price of redoing the seats as opposed to replacing them gives the District a better product since all new seats are not as durable. EE asked on the warranty of the seating and VD will return to the next meeting with a specific amount of years. DO also noted the students have been trained on how to maintain the new facilities throughout the school to ensure the longevity. The Leuzinger Gym bleachers have also been updated and completed.

#### **7.0 Future Projects**

Discussed the mural of Russell Westbrook labeled "Why Not" that will be painted at Leuzinger HS.

JVO asked the status of the Nyman Hall construction plan. As of now, it is anticipated to follow Hawthorne Phase 2 construction.

#### **8.0 Future Items**

COC Members will discuss at the next meeting the officers for the committee.

Bylaws will be provided and reviewed at following meeting.

VD will provide an update of the warranty of the Leuzinger Gym Seats.

The next meeting will be held in April- Andrea Torres (AT) will send out a list of date options that will work for majority of the members. DO suggested having the next meeting at the Leuzinger Cafeteria pending on availability.

#### **9.0 Adjournment**

The meeting was adjourned at 1:15 pm.