

Sequoia Union High School District Citizens' Bond Oversight Committee (Measure W)

November 7, 2024
Minutes of the Meeting

Location: Members of the Committee attended in person at the District Office

Present: Alan Sarver, Victor Torreano, Gerard Zelnick, Jose-Noel Cadiz and Anthony Nuane

Others Present: CBO Christine Gong, CFO Narayan Naidu, Staff Andres Raddavero

1. **Call to Order and Roll Call**

Meeting was called to order at 4:00pm

2. **Public Comments on Non-Agendized Items**

None

3. **Approval of Minutes from August 8, 2024**

- a. Motion to approve by (GZ)/ (VT)
- b. Roll call vote 4-0 to approve was passed

4. **Approval of Committee Bylaws**

- a. (GZ) made a motion to approve the bylaws
- b. Roll call vote 4-0 to approve was passed

5. **Report on Site Visits**

- a. (VT) talked about his site visit to the schools. He was very glad to participate in the site visit and thanked staff.
- b. (GZ)- said he would like to thank staff for the tour and would like to know if there was any planning documents in regards to time sensitive items and supply chain issues. Maybe ordering items sooner than later can help prevent future delays.
- c. (AS) said he would like to thank staff for both tours one day in which the site principles gave the tour during a student instruction day. He also appreciated the second tour where it was a student day off allowing them to focus more on the construction locations. He would continue to be current with documentation and progression status of projects.
- d. (AS) every building at every site has a different unique aging challenge such as either modernization, expansion, or new construction of certain buildings. He also highlighted the utilities upgrades and modernization in certain existing shells. While being mindful of the existing look of the campus and trying to blend in to ensure a static stay similar.
- e. (JC) is glad to see that infrastructure project are in play he asked staff where sustainability is taking place
 - i. (NN) said he this an important element but at the moment they are just programming phase
- f. (GZ) asked for the next site projects he asked if the design professionals can be present during those site visit
- g. Once a year site visits were suggested for scheduling.

6 Website Information Search

1. (AS) started to go over total school solution CBOC trainings
 1. There are over 20 different courses on the website most if not all are free for CBOC members.
 2. Brown Act Documentation and rules and regulation in regards to the Brown Act.
 3. Various audit training

7. Training

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 3. Various audit training
- b. (AS) stated that the committee does not have the same reasonability that the schoolboard has but they do have a responsibility to look over half a billion.
- c. CBOC directed staff to send training out to all members via email.

8. Member report out

- a) (JC) said he would like to request to move the March meeting to the 4th.
- b) Members are in agreeance for that change however staff need to check the room's availability.
- c) (AS) Want a year around calendar when they receive audit reports and look into past boards calendars, CBO and committee president to look.
- d) (VT) asked when their terms end.
- e) (AS) said its appropriates to have 2, 2 year appointed and 4, 4 year appointed done by school year.
 - i) Staff to check and verify for next meeting
 - ii) Members can join whenever they are brought in.