

Cuyama Joint Unified School District

2300 Highway 166, New Cuyama, California 93254
(661) 766-2482 • FAX: (661) 766-2255

CUYAMA JOINT UNIFIED SCHOOL DISTRICT 2016 BOND MEASURE CITIZENS' OVERSIGHT COMMITTEE OPERATIONAL GUIDELINES

PURPOSE:

1. Review spending of 2016 Bond Measure proceeds and ensure that these funds are used only on school improvements, not district salaries or administration as described in the official June 7 ballot.
2. Establish and maintain quality communications between the Cuyama Joint Unified School District Board and the community.
3. Assure the board that the goals of the bond election are being met.

MEMBERSHIP:

1. Seven members appointed by the Board of Education based on recommendations from the superintendent.
2. Two-year staggered terms. Initial appointments will be for two and three year appointments.
3. Members may be re-appointed.
4. Qualifications for membership will be based on:
 - a. Broad representation of the community
 - b. Interest and experience in construction and/or auditing
 - c. Volunteering in schools
 - d. Length of time in community
 - e. Involvement in 2016 Bond Measure campaign
 - f. Reflect community diversity
5. Appointment of members:
 - a. The superintendent will notify the Board in writing of any vacancies and ask for recommendations.
 - b. If none, the superintendent will notify the Cuyama Valley Community of vacancies by informing school parent groups and by other means of communication.
 - c. The superintendent will recommend members to be appointed who meet the qualifications stated.
 - d. Appointment of members will be made by the board.

**2016 BOND MEASURE CITIZENS' OVERSIGHT COMMITTEE SAMPLE DUTIES OF
BOARD OF EDUCATION & COMMITTEE**

Board of Education/Superintendent

- Approve Construction Contracts
- Approve Construction Change Orders
- Appropriate Construction Funds
- Handle All Legal Matters
- Approve Construction Plan
- Approve Construction Schedules
- Approve Sale of Bonds

Oversight Committee

- Assure the board and superintendent that the 2016 Bond Measure ballot language and plan are followed.
- Review and comment to the governing board regarding the 2016 Bond Measure audit.
- Report and comment to the governing board regarding the 2016 Bond Measure construction report.
- Submit an annual report to the board via the superintendent.
- Develop a community-wide communications plan.
- Review and comment on various aspects of the bond plan as required by the superintendent and the board (i.e. funding plan).

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APPLICATION FOR CITIZENS' BOND OVERSIGHT COMMITTEE

Please fill out and return by 4:30 p.m., Wednesday, March 31, 2021 or until filled to the Superintendent's Office, Cuyama Joint Unified School District, 2300 Highway 166, New Cuyama, CA 93254. Applications will be reviewed and considered for appointment once received by the district.

Applications can be completed and attached to an email sent to Mr. Alfonso Gamino at:

agamino@cuyamaunified.org

Date: _____

(Last Name) (First Name) (Initial)

Business Address: _____ Phone: _____

Home Address: _____ Phone: _____

Occupation: _____ No. of Years Residing in District: _____

I would be able to represent the following constituencies in the District: (check all that apply):

- Business Representative - Active in a business organization representing local business
- Senior Citizen Group Representative - Active member in a senior citizens' organization.
- Taxpayer Organization Member - Active in a bona fide taxpayers' association.
- Parent or Guardian of Child Enrolled in District.
- Parent /Guardian of Child Enrolled in District & Active in a Parent-Teacher Organization
- At-Large Community Member – Resident of the Cuyama Joint Unified School District.

Yes/No

- Are you an employee of the District?*
- Are you a vendor, contractor, or consultant to the District?*
- Do you have conflicts that would preclude your attending quarterly meetings?
- Do you know of any reason, such as a potential conflict of interest, which would adversely affect your ability to serve on the Citizens' Bond Oversight Committee?*
- Are you willing to comply with the ethics code included in the bylaws?

(*Employees, vendors, contractors, and consultants of the Cuyama Joint Unified School District are prohibited by law from being members of the Citizens' Bond Oversight Committee. Employment which could result in becoming a contractor or subcontractor to the district would also be a potential conflict.)

Signature/Date

**Cuyama Joint Unified School District
Citizens' Bond Oversight Committee**

Monday, January 6, 2020, 5:00pm
Library, Cuyama Valley High School
4500 Highway 166, New Cuyama, CA

Agenda

Meeting was called to order by CBOC Chairperson Mr. Eddie Fetterman at _____.

Roll Call:

<u>P</u>	Mr. Eddie Fetterman
<u>P</u>	Mr. Jake Furstenfeld
<u> </u>	Mr. Pete Mendiburu
<u>P</u>	Mr. Alec Ballard
<u>P</u>	Mr. Juan Gonzalez
<u> </u>	Mrs. Linda Swader
<u>P</u>	Dr. Stephen B. Bluestein, Superintendent
<u> </u>	_____
<u> </u>	_____
<u> </u>	_____

Flag Salute:

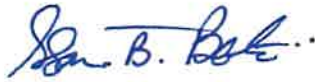
The Flag Salute was led by _____

Agenda Items:

1. Information: Tour of GO Bond-funded improvements on the High School campus
2. Action: Approval of Minutes for Special CBOC Meeting on November 19, 2020
Moved by: _____ Seconded by: _____
Roll Call: EF ___ JF ___ PM ___ AB ___ JG ___ LS ___
3. Update: Current Status of Expenditures
4. Update: Status of sale of Series C of GO Bond
5. Action: Proposition 39 Bond Oversight Audit for period ending June 30, 2019
Moved by: _____ Seconded by: _____
Roll Call: EF ___ JF ___ PM ___ AB ___ JG ___ LS ___
6. Input and Discussion

Next Meeting: The next meeting of the CBOC was set for _____ at _____
in the Board Meeting Room at the Elementary School.

The CBOC meeting was adjourned at _____. Moved by _____ and
seconded by _____



Dr. Stephen Bluestein
Secretary to the Citizens Bond Oversight Committee

Detail for Dates 09/01/2020 through 12/31/2020

Fiscal Year 2020/21

Ref#	Pay To Name	Journal #	Description	Trans Date	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
Fund 21 - Building1									
21-0000-0-	- 9791- - - BegFdBal								
		BR21-00015	Balance Forward	09/01/20			1,267,623.36	2,734,232.18	1,466,608.82
			Adjust Revised Starting Balances	10/14/20		1,466,608.82			1,466,608.82
			Account Total	12/31/20	.00	1,466,608.82	1,267,623.36	2,734,232.18	
21-0000-0-	- 9793- - - AuditAdj								
		GJ21-00025	Balance Forward	09/01/20			29,020.57		29,020.57-
			Correct Blackhall Construction PO	09/14/20				29,020.57	.00
			Account Total	12/31/20	.00	.00	29,020.57	29,020.57	
			Total for Starting Balance Accounts		.00	1,466,608.82	1,296,643.93	2,763,252.75	1,466,608.82
Ref#	Pay To Name	Journal #	Description	Trans Date	Adopted Budget	Revised Budget	Revenue	Expenditure	Account Balance
21-0000-0-0000-0000-8660-000-0000-0000	Interest								
		CT21-00463	Balance Forward	09/01/20	19,000.00	19,000.00			19,000.00
			3rd Qtr Interest 0.736%	10/20/20				2,671.03	16,328.97
			Account Total	12/31/20	19,000.00	19,000.00		2,671.03	
			Total for Revenue Accounts and Object 8660		19,000.00	19,000.00	2,671.03		16,328.97
Ref#	Pay To Name	Journal #	Description	Trans Date	Adopted Budget	Revised Budget	Revenue	Expenditure	Account Balance
21-0000-0-0000-8500-5800-000-0000-0000	Unstrct,Expense								
PO21-00057	Urban Futures, Inc.	EN21-00212	Annual Disclosure FY 19/20 Repoi	12/09/20			2,000.00		2,000.00-
	Urban Futures, Inc.	EX21-00445	Annual Disclosure FY 18/19 Repoi	12/11/20				2,000.00	4,000.00-
			Account Total	12/31/20	.00	.00	2,000.00	2,000.00	
21-0000-0-0000-8500-6170-070-0000-HSPO	Unstrct,LandImprov								
		BR21-00014	Balance Forward	09/01/20			2,071.95		2,071.95-
	Kern County Supt. Of Sc	EX21-00207	Fund 21 Budget Overdraft HS poo	09/10/20		2,262.00			190.05
			POOL DEMO	09/11/20				190.00	.05
			Account Total	12/31/20	.00	2,262.00	2,071.95	190.00	
21-0000-0-0000-8500-6200-070-0000-HSEL	Unstrct,BldgImprov								
		GJ21-00025	Balance Forward	09/01/20					
			Correct Blackhall Construction PO	09/14/20			29,020.57		29,020.57-
PO21-00046	Black / Hall Constructor	EN21-00129	HIGH SCHOOL CAMPUS ELECTI	09/16/20			85,458.07		114,478.64-
PO21-00046	Black / Hall Constructor	EN21-00131	HIGH SCHOOL CAMPUS ELECTI	09/18/20			85,458.07-		29,020.57-
PO21-00046	Black / Hall Constructor	EX21-00221	HIGH SCHOOL CAMPUS ELECTI	09/18/20			85,458.07		114,478.64-
	SCArchitect, Inc.	EX21-00280	HS ELECTRICAL UPGRADES	10/09/20			904.43		115,383.07-

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Fiscal Year 2020/21

Ref#	Pay To Name	Journal #	Description	Trans Date	Adopted Budget	Revised Budget	Debit	Credit	Account Balance
21-0000-0-	- 9790- - Undesign (continued)	BR21-00030	1st Interim Revision, BR21-03, Fun	12/16/20		350,231.66			.00
			Account Total	12/31/20	1,659,578.48-	.00	.00		.00
			Total for Ending Balance Accounts		19,000.00	1,328,346.82	144,259.19	148,331.14	4,071.95
Total for Org 043 and Fund Building1									
			Starting Balance						= Calculated Ending Balance
Budgeted			1,466,608.82				157,262.00		1,328,346.82
Actuals			1,466,608.82		4,071.95		180,877.38		1,284,330.52

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1238	Complete Aug. 2017		
Cuyama Elem Road Imp			
A/E Fee			\$63,265.14
Reimbursables:			\$4,779.10
Construction Cost			\$512,544.11
Testing Lab	incl'd in A/E Fee	\$7,549.83	
On Site Inspector	incl'd in A/E Fee	\$5,184.00	
Advertising	Billed as reimbus.	\$2,103.28	
		S.T.	\$580,588.35

1264	Pending DSA Submittal		
Cuyama HS HVAC Upgrade			
Estimated A/E Fee			\$210,463.28
Billed to Date:		(\$137,938.93)	
Reimbursables:			\$290.17
Bal Due		\$72,524.35	

Estimate Cost of Construction	\$	1,769,848.02	
Estimate Project Cost			\$2,282,593.90
	Est'd Balance less A/E/PTD	\$2,144,654.97	
		S.T.	\$2,282,593.90

1264.1	Completed Jul 2019		
Cuyama Elem Monument Sign			
A/E Fee Billed to Date:			\$17,176.76
Reimbursables:			\$320.99
Cost of Construction			\$85,186.00
Testing Lab			\$2,583.20
Advertising			\$2,672.04
		S.T.	\$107,938.99

1264.2	Completed Aug 2019		
Cuyama HS Flooring			
A/E Fee Billed to Date:			\$21,357.50
Reimbursables:			\$347.10
Cost of Construction			\$273,853.42
Hazard Mat'ls Abate Consultant			\$31,397.00
Full School Hazard Mat'ls Survey			\$7,177.50
Advertising			\$2,646.06
		S.T.	\$336,778.58

1264.3	Completed Sep 2019		
Cuyama HS Pool Demo			
Billed to Date:			\$31,910.00
Reimbursables:			\$420.42
Cost of Construction			\$292,675.00
Testing Lab			\$6,782.80
Hazard Mat'ls Abate Consultant			\$4,173.00
Hazard Mat'l Consultant Covered Walkways-Gas pipe insulation			\$5,875.00
Advertising			\$2,749.98
		S.T.	\$344,586.20

1264.4	Completed 2019		
Cuyama HS Sign repair			
Billed to Date:			\$3,262.50
		S.T.	\$3,262.50

1264.5	Under Const. Sch'd Comp Aug 2020		
Cuyama HS Electrical Upgrade			
A/E Fee (Base Bid +Alt Bid)			\$118,103.96
Billed to Date:			
Balance Due		(\$116,787.53)	
		\$1,316.43	
Cost of Construction w/o Alt Bid as Bid	\$		754,632.91
Testing Lab			\$3,153.68
IOR			\$1,980.00
Advertising			\$2,516.16
PG&E			\$25,215.89
		S.T.	\$905,602.60

Need to verify this amount

Est'd GRAND TOTAL		\$4,561,351.12
GRAND PROJECT COSTS TO DATE		\$2,351,281.57