

**- KENTFIELD SCHOOL DISTRICT -
CITIZENS OVERSIGHT COMMITTEE MINUTES**

Sept. 21, 2022, 4-5pm

750 College Avenue, Kentfield CA 94904

Zoom: <https://kentfieldschools.zoom.us/j/82045998067>

Meeting ID: 820 4599 8067

Committee Members

Ralph Miller, Chair Taxpayer’s Organization Member	Debra Fletcher, Community Member
Tracey Coombe, Parent (absent)	Ross McKenna, Senior Citizens Representative
Allison Salzer, Business Owner	Kirsten Starsiak, Chief Business Official
Raquel Rose, Superintendent	Vacant, Community Member
Barbara Johnson, Bond CBO (absent)	

PURPOSE: The Citizens' Oversight Committee monitors and audits the District's Measure D bond expenditures. The committee informs the public of bond expenditures and reviews these expenditures to ensure public funds are used according to bond terms set forth in the ballot measure.

TIME	Topics
4:00 pm	Welcome
4:10 pm	<p>Review of Agenda and Approve Minutes</p> <ul style="list-style-type: none"> ● Review Agenda ● Approve Minutes - DRAFT Minutes <p><i>Minutes approved - 1st - Ross 2nd Allison</i></p>
4:15 pm	<p>Bond Project Update - KSD Staff</p> <ul style="list-style-type: none"> ● Projects Budget Update <p><i>The committee was informed that they will need to reconvene once the project is officially closed out - due to a manufacture delay new HVAC units have not yet been installed, although infrastructure is prepared.</i></p> <p><i>Committee asked for an update on the current fund balance of the Bond - to be obtained from Barbara Johnson. Committee is also aware that the use of OPSC funds will be used to address the planned cost overage.</i></p> <ul style="list-style-type: none"> ● Community Circular <p><i>Discussed the distribution of the Community Circular in Summer 2022 - purpose was to update the community about the Bond status. Another circular may be distributed in Jan. 2023</i></p>
4:25 pm	<p>Citizens’ Oversight Committee Responsibilities Closure - Next Steps</p> <ul style="list-style-type: none"> ● Group to disband once the projects are fully complete and expenses are fully expended

	<p><i>Group agreed that a final meeting will be called and committee members will solicit additional membership representing parents of current Bacich and Kent students. Chair will make a final statement of closure of this COC related to the current Bond and initiate a new COC in preparation for future projects, i.e. Roof/Solar and monitoring the Parcel Tax expenditures.</i></p> <p><i>Committee asked about District "Master Facility Plan" this is in process – not currently developed.</i></p> <p><i>Discussed the need for new solar and roof repair, this is a more immediate need that is monitored closely by the current staff and KSD Board of Trustees.</i></p> <p><i>Committee mentioned the research of private grants to help offset costs of new solar/roof - notion of thinking about unique channels to garner resources.</i></p>
5:00 pm	<p>Adjournment <i>Committee adjourned at 4:25pm and scheduled the next meeting for 4pm on Jan. 18th. The meeting will be in person and/or Zoom based on preference. Zoom link below: Zoom: https://kentfieldschools.zoom.us/j/82045998067 - Meeting ID: 820 4599 8067</i></p>