



750 College Avenue
Kentfield, CA 94904
(415) 458-5130
Fax (415) 458-5138
Liz Schott,
Superintendent
www.kentfieldschools.org

Board of Trustees

Juli Kauffman
Ashley Paff
Cynthia Roenisch
Heather McPhail Sridharan
Quoc Tran

Bacich Elementary School

699 Sir Francis Drake Blvd.
Kentfield, CA 94904
Sally B. Peck, Principal
(415) 925-2220
Fax (415) 925-2226

Kent Middle School

800 College Avenue
Kentfield, CA 94904
Skip Kniesche, Principal
(415) 458-5970
Fax (415) 458-5973

Citizens Oversight Committee
Kentfield School District
June 15, 2016, 5:00 p.m.
Minutes

Meeting called to order at 5:04 p.m. by committee chair Renee Marcelle.

Attending: Allison Salzer, Renee Marcelle, Allan Berland, Deb Fletcher, Ross McKenna, Greg Feller, Barbara Johnson (staff), Liz Schott (staff)

Absent: Dan Calahorro

1. Acceptance of minutes of the past meeting

Minutes from the February 1, 2016, meeting were unanimously approved as amended (moved Deb Fletcher, seconded Ross McKenna): The second paragraph of section 6 now reads as follows, "Members asked questions about their role relative to the audits. In order to more thoroughly understand the audits, we will invite our auditor to the June 1, 2016, meeting of the COC, and to the earliest meeting of each calendar year moving forward."

2. Old business

Today's agenda was approved unanimously (moved Ross McKenna, seconded Greg Feller)

3. Review of documents as provided for in the Allan Berland April email to committee and Liz Schott

This discussion led to a phone call with district bond counsel Julie Wunderlich (see #4 below).

4. Proposed bond counsel discussions with person most knowledgeable at the offices of bond counsel, if any Julie Wunderlich of Jones Hall, district bond counsel, was engaged in a discussion of the duties and responsibilities of Citizens Oversight Committees under Proposition 39. She advised that the duties of this body are accurately reflected in the by-laws approved by the district Board of Trustees. COCs are charged with reviewing annual financial and performance audits, staying updated from time to time by the district on projects being undertaken with bond proceeds, and reporting annually to the community on said projects and expenditures.

5. Committee report revisions

The annual report was approved in its revised format and is posted on the district website under the Local Funding tab. Greg Feller will present the annual report to the district Board of Trustees at its August 23rd regular meeting. The Board of Trustees will decide if and how to further disseminate the report to the wider community.
Yeas: Allison Salzer, Renee Marcelle, Deb Fletcher, Ross McKenna, Greg Feller
No: Allan Berland

6. Brown Act and Committee protocols

Agendas for the COC meeting will be posted on the district website, in addition to being physically posted at the District Office and school sites, 72 hours in advance of regular meetings.
Budget information will be presented at each meeting in the spreadsheet format being used by the district.

7. New business including Allison Salzer's suggestions

Ms. Salzer's suggestions were deemed to be moot pursuant to the conversation with bond counsel.

8. Next meeting date

The committee set the following meeting dates for school year 2016-17:
October 5, 2016
January 11, 2017 (invite auditor)
April 5, 2017 (annual report developed)

9. Close

The meeting adjourned at 6:40 p.m.