

# SOLANA BEACH

SCHOOL DISTRICT

309 N. Rios Avenue  
Solana Beach, CA 92075  
(858) 794-7104  
www.sbsd.k12.ca.us

## Independent Citizens' Oversight Committee (ICOC) Members

Michael Casey  
Jill Epstein  
Laurel Graziano  
Dana King  
Katherine Kousser  
Laura Lemos  
Michelle Sahagian

## Board of Education

Julie Union  
*President*  
Richard H. Leib, Esquire  
*Vice President*  
Debra H. Schade, Ph.D  
*Clerk*  
Vicki F. King  
*Member*  
Gaylin Allbaugh  
*Member*

**Superintendent**  
Jodee Brentlinger

## Measure JJ Independent Citizens' Oversight Committee Meeting

June 26, 2019

Principal's Conference Room  
6:00 p.m.

Solana Santa Fe School  
6570 El Apajo  
Rancho Santa Fe, CA 92067

Call in address: 1111 30th Street, NW, Washington, DC 20007

*Welcome to the meeting of the Independent Citizens' Oversight  
Committee, ICOC, of the Solana Beach School District.*

### Public Inspection of Documents

In compliance with Government Code 54957.5, agenda-related documents that have been distributed to the ICOC less than 72 hours prior to the meeting are available for inspection at the Solana Beach School District, 309 North Rios Avenue, Solana Beach.

### Hearing of the Public

Persons wishing to address the ICOC on any item except personnel are invited to do so at this time. In the interest of time and order, presentations from the public are limited to three minutes per person, per topic. If you wish to speak, complete a card and present it to the ICOC Secretary prior to the start of the meeting. When the ICOC President invites you to the podium, please state your name, address, and organization before making your presentation.

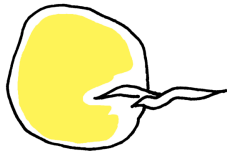
In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The ICOC may (1) acknowledge receipt of the information, (2) refer to staff for further study; or (3) refer the matter to the next agenda.

### Cell Phones

As a courtesy to all meeting attendees, please set cellular phones to silent mode and engage in conversations outside the meeting room.

### Assistance with Meeting

In compliance with the Americans with Disabilities Act and AB-3035, if you require special assistance to participate in this meeting, please contact the Executive Director of Capital Programs and Technology at (858) 794-7130 at least 24 hours prior to the start of the meeting to enable the District to make reasonable arrangements.



solana beach school district

# Independent Citizens' Oversight Committee

## Meeting Agenda

June 26, 2019

Principal's Conference Room  
6:00 p.m.

Solana Santa Fe School  
6570 El Apajo, Rancho Santa Fe, CA 92067  
Call in address: 1111 30th Street, NW, Washington, DC 20007

In compliance with the Americans with Disabilities Act and AB-3035, if you require special assistance to participate in this meeting, please contact the Executive Director of Capital Programs and Technology at (858) 794-7130 at least 24 hours prior to the start of the meeting to enable the District to make reasonable arrangements.

***The Regularly Scheduled Meeting of the Independent Citizens' Oversight Committee of the Solana Beach School District begins at 6:00 p.m. in the Principal's Conference Room of Solana Ranch School.***

**1. CALL TO ORDER**

WELCOME

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL** .....

\_\_\_\_\_ Mr. Casey  
\_\_\_\_\_ Ms. Epstein  
\_\_\_\_\_ Mr. Graziano  
\_\_\_\_\_ Ms. King  
\_\_\_\_\_ Ms. Kousser  
\_\_\_\_\_ Ms. Lemos  
\_\_\_\_\_ Mr. Sahagian

**4. APPROVAL OF AGENDA** .....

2-3 Motion/Second

**5. APPROVAL OF MINUTES:** March 20, 2019, Regular Committee Meeting and May 15, 2019, Special Meeting.....

4-6 Motion/Second

**INTRODUCTIONS**

**6. A. Committee Members and Staff**

**HEARING OF THE PUBLIC**

**7. HEARING OF THE PUBLIC**

It is at this time that anyone wishing to speak regarding an item on the agenda or other topic is given an opportunity to do so. In the interest of time and order, presentations from the public may be limited to three minutes per person, per topic. If you wish to speak, complete a card and present it to the ICOC Secretary prior to the start of the meeting. When the ICOC President invites you to speak, please state your name and/or organization before making your presentation. In accordance with the Brown Act, unless an item has been placed on the published agenda, there shall be no action taken. The ICOC may: 1) acknowledge receipt of the information; 2) refer to staff for further study; or 3) refer the matter to the next agenda.

**NON-ACTION ITEMS**

**8. PURPOSE/FUNCTION OF THE COMMITTEE**

- A. California Laws
- B. Brown Act
- C. ICOC Guidelines
- D. Conflict of Interest
- E. Communications

**9. ACTION ITEMS**

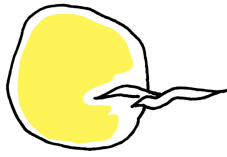
- A. Election of Independent Citizens' Oversight Committee Officers for 2019-20 ..... 7 Motion/Second

**INFORMATION/DISCUSSION ITEMS**

**10. INFORMATION ITEMS**

- A. Information regarding Measure JJ financial reports.....
- B. Presentation on Measure JJ Capital Program projects and timeline..
- C. Information on the Independent Citizens' Oversight Committee internal business.....
- D. Site tour of Solana Santa Fe School..... 8-16 Motion/Second

**11. ADJOURNMENT OF MEETING.....** \_\_\_\_\_ Motion/Second



# Independent Citizens' Oversight Committee

## Meeting Minutes

March 20, 2019  
6:00 p.m.

Solana Ranch School  
13605 Pacific Highlands Ranch Parkway, San Diego, CA 92130

### CALL TO ORDER

The regular meeting of the Solana Beach School District Independent Citizens' Oversight Committee was called to order by Committee President, Michael Casey, at 6:05 p.m.

### PLEDGE OF ALLEGIANCE

Mr. John Leland led members and guests in the Pledge of Allegiance

### ROLL CALL

Members Present (4)

Mr. Michael Casey  
Ms. Emma Chen  
Mr. Michael Engel  
Ms. Laurel Graziano

Members Absent (3)

Ms. Jill Epstein  
Ms. Katherine Kousser  
Mr. Michael Sherman

### APPROVAL OF AGENDA

Motion to Approve Agenda

**Motion** Graziano

**Second** Chen

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Aye; Kousser-Absent; Sherman-Absent*

### APPROVAL OF MINUTES

Motion to Approve Minutes of January 16, 2019, regular committee meeting

**Motion** Chen

**Second** Engel

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Aye; Kousser-Absent; Sherman-Absent*

### HEARING OF THE PUBLIC

There were no public comments regarding open session items.

### ACTION ITEMS

7A. Motion to Accept the 2017-18 Measure JJ Audit Report by Christy White Associates

**Motion** Engel

**Second** Chen

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Aye; Kousser-Absent; Sherman-Absent*

7B. Motion to approve as amended the 2017-18 Annual Report by Solana Beach School District Independent Citizens' Oversight Committee Sub-Committee

**Motion** Graziano

**Second** Chen

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Aye; Kousser-Absent; Sherman-Absent*

7C. Motion to approve the 2017-18 Annual Report Presentation to the Solana Beach School District Board of Education by the Independent Citizens' Oversight Committee Sub-Committee

**Motion** Casey

**Second** Graziano

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Aye; Kousser-Absent; Sherman-Absent*

7D. Motion to approve the 2019-20 meeting dates for the Independent Citizens' Oversight Committee Sub-Committee

**Motion** Graziano

**Second** Chen

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Aye; Kousser-Absent; Sherman-Absent*

**INFORMATION/DISCUSSION  
ITEMS**

8A. Ms. Caroline Brown gave a presentation regarding the Solana Beach School District Measure JJ Capital Programs website

8B. Mr. Michael Casey lead the committee in discussing Internal Business.

8C. Ms. Caroline Brown gave a presentation of the Measure JJ Capital Programs projects and timeline.

8D. Ms. Caroline Brown gave a presentation of the Measure JJ financial reports.

**INFORMATION ITEMS**

9A. Ms. Caroline Brown gave a site tour of Solana Ranch School.

**ADJOURNMENT**

There being no further business to come before the Committee, there was a motion to adjourn at 7:49 p.m.

**Motion** Chen

**Second** Graziano

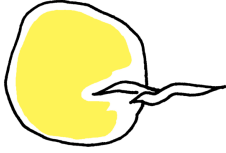
**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Aye; Kousser-Absent; Sherman-Absent*

**Submitted by:**  
**Approved by:**

**Caroline Brown**

Committee Action on June 26, 2019.



# Independent Citizens' Oversight Committee

## Special Meeting Minutes

May 15, 2019  
6:00 p.m.

Solana Beach School District – District Office  
309 North Rios Ave., Solana Beach, CA 92075

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**CALL TO ORDER**

The special meeting of the Solana Beach School District Independent Citizens' Oversight Committee was called to order by Committee President, Michael Casey, at 6:03 p.m.

**PLEDGE OF ALLEGIANCE**

Ms Emma Chen led members and guests in the Pledge of Allegiance

**ROLL CALL**

Members Present (4)  
Mr. Michael Casey  
Ms. Emma Chen  
Mr. Michael Engel  
Ms. Katherine Kousser  
Members Absent (3)  
Ms. Jill Epstein  
Ms. Laurel Graziano  
Mr. Michael Sherman

**APPROVAL OF AGENDA**

Motion to Approve Agenda

**Motion** Kousser

**Second** Engel

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Absent; Kousser-Aye; Sherman-Absent*

**HEARING OF THE PUBLIC**

There were no public comments regarding open session items.

**ACTION ITEMS**

6A. Motion to Approve the revised 2018-19 Independent Citizens' Oversight Committee Meeting Schedule

**Motion** Chen

**Second** Kousser

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Absent; Kousser-Aye; Sherman-Absent*

**ADJOURNMENT**

There being no further business to come before the Committee, there was a motion to Adjourn at 6:08 p.m.

**Motion** Engel

**Second** Kousser

**Unanimous (4)**

*Casey-Aye; Chen-Aye; Engel-Aye; Epstein-Absent; Graziano-Absent; Kousser-Aye; Sherman-Absent*

**Submitted by:**

Caroline Brown

**Approved by:**

Committee Action on June 26, 2019.

**ITEM:**

**AGENDA ITEM: 9A.**

Election of Independent Citizens' Oversight Committee Officers for 2019-20

- Action
- Consent
- First Reading
- Information
- Presentation
- Public Hearing
- Roll Call Vote Required
- Report

**RECOMMENDATION:**

It is recommended that the Committee elect Independent Citizens' Oversight Committee officers for 2019-20.

**DESCRIPTION:**

Annually, the Independent Citizens' Oversight Committee shall hold an election of officers to fill the positions of President, Vice President, and Secretary.

**FISCAL IMPACT:**

Not applicable

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**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

**ITEM:**

Presentation on Measure JJ financial reports

**AGENDA ITEM: 10A.**

- Action
- Consent
- First Reading
- Information
- Presentation
- Public Hearing
- Roll Call Vote Required
- Report

**RECOMMENDATION:**

For information and discussion only.

**DESCRIPTION:**

District staff will present information on Measure JJ Financial Reports to the Independent Citizens' Oversight Committee.

**FISCAL IMPACT:**

Not applicable

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**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_





**Consolidated Project Cashflows**  
Funding project expense cashflow for multiple projects

WARNING: (1) Budget Not Balanced (3) Aging Not Developed (4) Cashflow Not positive

	FY 16-17	FY 17-18  ---Planned--->	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
<b>Beginning Balance</b>	-	48,145,507	8,685,855	29,492,581	14,869,881	9,050,973	4,999,903	3,061,662	(2,204,435)

**Fund Revenues**

FundGroup	FundCode-Name	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total
Local	21-39 - Building Fund	49,780,000	-	52,221,345	-	-	-	-	-	-	102,001,345
<b>Local Total</b>		<b>49,780,000</b>	<b>-</b>	<b>52,221,345</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>102,001,345</b>
<b>Total Revenue</b>		<b>49,780,000</b>	<b>-</b>	<b>52,221,345</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>102,001,345</b>

**Project Fund Demands (by Fund)**

FundGroup	FundCode-Name	---Planned--->									Total
Local	01-00 - General Fund	494,875									494,875
	21-39 - Building Fund	(1,360,382)	39,459,651	31,414,619	12,622,700	5,818,908	4,051,070	1,938,241	5,266,097	-	99,210,905
	49-02 - Crosby CFD	2,500,000			2,000,000						4,500,000
<b>Local Total</b>		<b>1,634,493</b>	<b>39,459,651</b>	<b>31,414,619</b>	<b>14,622,700</b>	<b>5,818,908</b>	<b>4,051,070</b>	<b>1,938,241</b>	<b>5,266,097</b>	<b>-</b>	<b>104,205,780</b>
State	35-00 - State School Facilities Fund										-
<b>State Total</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Demand on Funds</b>		<b>1,634,493</b>	<b>39,459,651</b>	<b>31,414,619</b>	<b>14,622,700</b>	<b>5,818,908</b>	<b>4,051,070</b>	<b>1,938,241</b>	<b>5,266,097</b>	<b>-</b>	<b>104,205,780</b>

	---Planned--->								
<b>Ending Balance</b>	48,145,507	8,685,855	29,492,581	14,869,881	9,050,973	4,999,903	3,061,662	(2,204,435)	(2,204,435)

**Project Fund Demands (by Project)**

WARNING: (1) Budget Not Balanced (3) Aging Not Developed (4) Cashflow Not positive

Project	FundCode-Name	FY 16-17	FY 17-18  ---Planned--->	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total
Prgm (1) (3) (4)	01-00 - General Fund	489,875									489,875
	21-39 - Building Fund	(5,993,250)		15,364,927		(9,918,763)	(7,998,000)		5,243,628		(3,301,458)
	35-00 - State School Facilities Fund										-
	49-02 - Crosby CFD	2,500,000			2,000,000						4,500,000
<b>Prgm (1) (3) (4) Total</b>		<b>(3,003,375)</b>		<b>15,364,927</b>	<b>2,000,000</b>	<b>(9,918,763)</b>	<b>(7,998,000)</b>		<b>5,243,628</b>		<b>1,688,417</b>
20 NS	21-39 - Building Fund	2,940,626	31,038,992	10,603,613	-	-	-	-	-	-	44,583,231
<b>20 NS Total</b>		<b>2,940,626</b>	<b>31,038,992</b>	<b>10,603,613</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,583,231</b>
30 NS	21-39 - Building Fund	2,010	187,402	5,025,200	12,484,950	13,325,375	3,975,063				35,000,000
<b>30 NS Total</b>		<b>2,010</b>	<b>187,402</b>	<b>5,025,200</b>	<b>12,484,950</b>	<b>13,325,375</b>	<b>3,975,063</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000,000</b>
30 Shade	01-00 - General Fund	5,000									5,000



**Consolidated Project Cashflows**  
Funding project expense cashflow for multiple projects

WARNING: (1) Budget Not Balanced (3) Aging Not Developed (4) Cashflow Not positive

		FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	
			Planned-->								
21-39 - Building Fund		31,581	23,394	-							54,975
<b>30 Shade Total</b>		<b>36,581</b>	<b>23,394</b>	-							<b>59,975</b>
40 Mod	21-39 - Building Fund	1,401,714	6,983,258	2,510							8,387,482
<b>40 Mod Total</b>		<b>1,401,714</b>	<b>6,983,258</b>	<b>2,510</b>							<b>8,387,482</b>
50 Mod	21-39 - Building Fund				117,750	2,361,575	7,439,438				9,918,763
<b>50 Mod Total</b>					<b>117,750</b>	<b>2,361,575</b>	<b>7,439,438</b>				<b>9,918,763</b>
50 Shade	21-39 - Building Fund	48,900	32,337								81,237
<b>50 Shade Total</b>		<b>48,900</b>	<b>32,337</b>								<b>81,237</b>
60 Mod	21-39 - Building Fund				20,000	50,721	634,569	1,938,241	22,469		2,666,000
<b>60 Mod Total</b>					<b>20,000</b>	<b>50,721</b>	<b>634,569</b>	<b>1,938,241</b>	<b>22,469</b>		<b>2,666,000</b>
70 Solar	21-39 - Building Fund	139,206	863,848								1,003,054
<b>70 Solar Total</b>		<b>139,206</b>	<b>863,848</b>								<b>1,003,054</b>
99 Int	21-39 - Building Fund	68,831	330,421	418,369							817,621
<b>99 Int Total</b>		<b>68,831</b>	<b>330,421</b>	<b>418,369</b>							<b>817,621</b>
<b>Total Expenditures</b>		<b>1,634,493</b>	<b>39,459,651</b>	<b>31,414,619</b>	<b>14,622,700</b>	<b>5,818,908</b>	<b>4,051,070</b>	<b>1,938,241</b>	<b>5,266,097</b>	-	<b>104,205,780</b>

**ITEM:**

Presentation on Measure JJ Capital Program projects and timeline

**AGENDA ITEM: 10B.**

- Action
- Consent
- First Reading
- Information
- Presentation
- Public Hearing
- Roll Call Vote Required
- Report

**RECOMMENDATION:**

For information and discussion only.

**DESCRIPTION:**

Solana Beach School District staff will present information on Measure JJ Capital Program projects and timeline.

**FISCAL IMPACT:**

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**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_

### Solana Beach School District Measure JJ Projects List

	2015	2016	2017	2018	2019	2020	2021	2022	TBD Projects
		November 2016 Election- Voter Approval of Measure JJ							
		Spring 2017- First Bond Issuance Issuance A- \$48,780,000							
I S S U A N C E  A  P R O J E C T S	December 2015-December 2018 Skyline School Reconstruction Project Budgeted \$40,000,000- Actuals \$45,279,047								
	May 2016- Novemebr 2017 Solana Highlands School Modernization Project Budgeted \$5,000,000- Actuals \$8,308,487 Prop 39 Reimbursable Funds- \$101,822.42 14 HVAC Units								
	October 2016- June 2018 Earl Warren Middle School Interim Campus Budgeted \$200,000- Actuals \$817,621.37								
	September 2016- December 2017 Solana Santa Fe School Shade Project- Installation of One Shade Structure Budgeted \$48,000- Actuals \$81,236.93								
	October 2016- July 2017 Solana Vista School Shade Project- Installation of Two Shade Structures Budgeted \$68,000- Actuals \$59,974.56								
	Summer 2017 Solana Pacific School Solar Project- Installation of Parking Lot Solar Arrays Budgeted \$1,120,000- Actuals \$1,003,053.69								
				Summer 2018 Carmel Creek School HVAC Replacement Project- 41 HVAC Units Prop 39 Reimbursable Funds- \$388,052.58					
I S S U A N C E  B  P R O J E C T S					Spring 2019 Second Bond Issuance Issuance B- \$54,750,000				
	May 2017- December 2021 Solana Vista School Reconstruction Project Budgeted \$35,000,000- In Process								
					February 2019- December 2020 Solana Santa Fe School Modernization/Expansion Project Budgeted \$9,918,763.07- In Process				
					February 2020- December 2022 Carmel Creek School Modernization Project Budgeted \$2,666,000- In Process				
									Solana Pacific School Enhancements TBD Pending Funds Remaining

**ITEM:**

**AGENDA ITEM: 10C.**

Information on the Independent Citizens' Oversight Committee internal business

- Action
- Consent
- First Reading
- Information
- Presentation
- Public Hearing
- Roll Call Vote Required
- Report

**RECOMMENDATION:**

For information and discussion only.

**DESCRIPTION:**

Solana Beach School District staff will present information on the following:

The Independent Citizens' Oversight Committee (ICOC) selection process;  
ICOC subcommittee meetings; and,  
ICOC Annual Report

**FISCAL IMPACT:**

Not applicable

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**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_



## ICOC Project Review Sub-Committee

Notes of April 3, 2019 Meeting with Paul Gallegos  
Architect for Solana Vista Elementary School (K-3)

Attendees: Paul Gallegos, Caroline Brown, Michael Casey

Reviewed the architects design as of April 3, 2019. Topics that were discussed included the following that were included in the bond measure language

- Redesign and reconstruct the campus including learning areas (e.g. classrooms, Media Center, STREAM Lab, performance/multi-purpose room, and office spaces)

*The district intends to remove the relocatable classrooms currently on campus and replace with permanent buildings. Every building on campus will be replaced. The buildings on site are at 'end of life' and do not support 21<sup>st</sup> century learning.*

*There will be 24 new classrooms of which, 8 will be specialty classrooms (music, art, steam, computers, etc.) and 5 will be Kindergarten classrooms one of which will support the Child Development Center. Stub-outs will be included in the construction so that additional classrooms may be added if necessary*

*New school classrooms will be centered on the new Media Center. It will take on a village atmosphere of 'Modern Spanish Ranch' design. The school will be a one story building.*

- Redesign and reconstruct fields, landscaping, parking, and drop off/pick-up

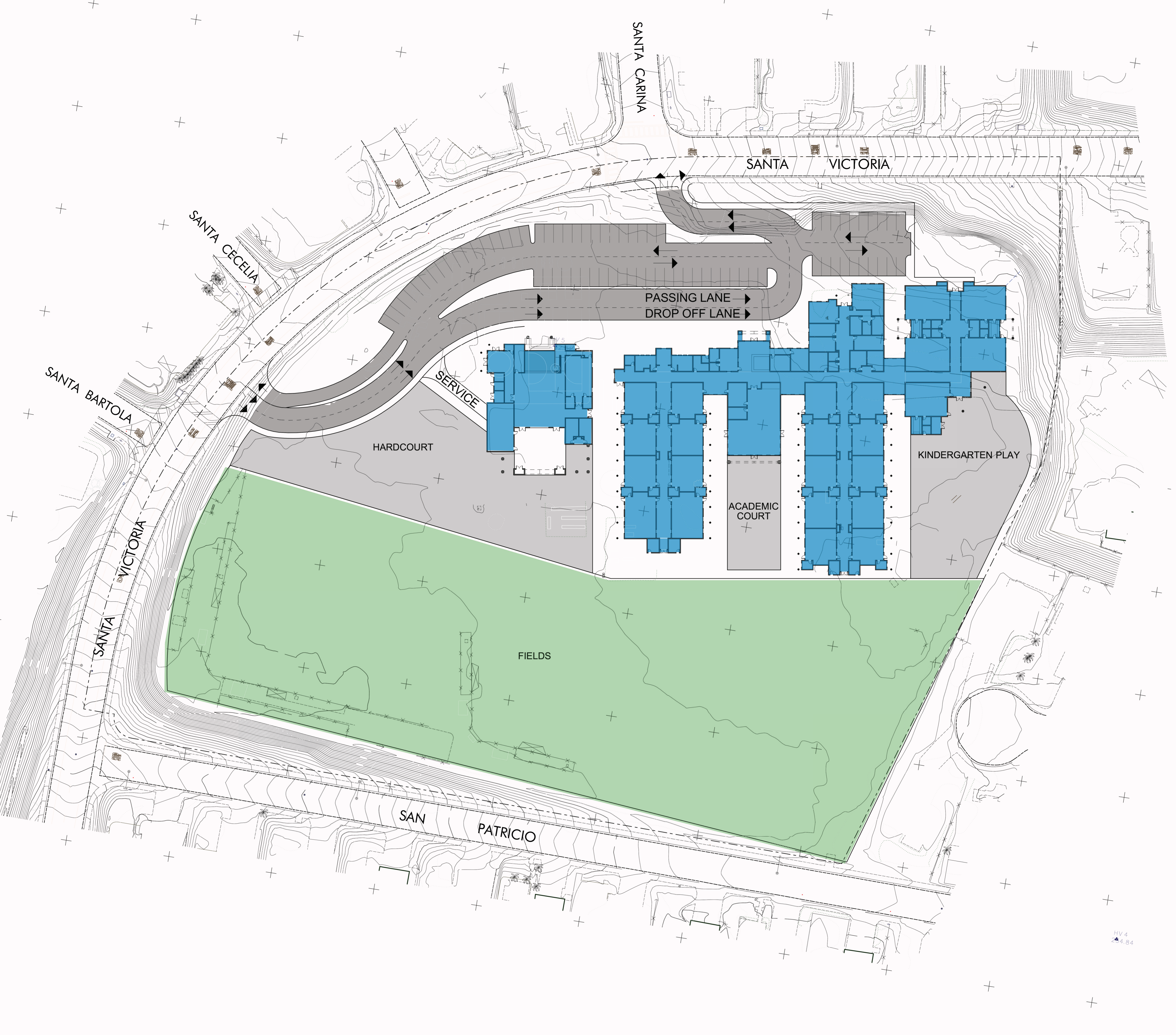
*New parking will allow for more parking spaces than currently available. New traffic flow will allow for easy drop-off and pick-up of all students*

- Shade Structures and Playgrounds
- Child Nutrition Service Kitchens and Student Dining Areas

*Shade structure and student dining roof will be part of the permanent roof.*

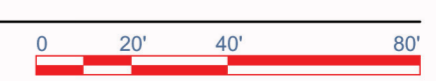
- Heating and Air Conditioning (location of mechanicals)

*Mechanicals will be located on the roof of the school building, however, out of sight to maintain the aesthetics.*



1 OVERALL SITE PLAN

SCALE: 1" = 40'



NORTH



HV 4  
4.84

**MEETING DATE: 6/26/2019**

**ITEM:**

Site tour of Solana Santa Fe School

**AGENDA ITEM: 10D.**

- Action
- Consent
- First Reading
- Information
- Presentation
- Public Hearing
- Roll Call Vote Required
- Report

**RECOMMENDATION:**

For information and discussion only.

**DESCRIPTION:**

District staff will conduct a site tour of Solana Santa Fe School.

**FISCAL IMPACT:**

Not applicable

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**MOVED BY:** \_\_\_\_\_

**SECONDED BY:** \_\_\_\_\_