

PALOS VERDES PENINSULA UNIFIED SCHOOL DISTRICT
MINUTES
CITIZENS' OVERSIGHT COMMITTEE FOR MEASURE M
May 14, 2019
Malaga Cove Administration Center
375 Vial Almar
Palos Verdes Estates, CA 90274

Members Present

Jeffrey Frankel, Vice Chairman, Board Appointed Member
Tina Quinn, Board Appointed Member
Kana Sato-Nguyen, Board Appointed Member
Jill Surace, Board Appointed Member

Members Absent

Gretchen Carner, Chairman, Board Appointed Member
John Letcher, Board Appointed Member
Joseph Litchfield, Board Appointed Member
John Stillo, Board Appointed Member

Administrator/Others Present

Dr. Keith Butler, Associate Superintendent, Business Services
Matthew Brach, Board of Education Member

A. Call to Order

Minutes:

The regular session was called to order at 6:03 p.m. by the Vice-Chairman, Jeffrey Frankel.

B. Pledge of Allegiance

C. Approval of Agenda

Motion Passed: That the Committee approve the Agenda for the Citizens' Oversight Committee for Measure M for May 14, 2019.

Passed with a Motion by Tina Quinn and a second by Jill Surace.

Absent Gretchen Carner

Yes Jeffrey Frankel

Absent John Letcher

Absent Joseph Litchfield

Yes Tina Quinn

Yes	Kana Sato-Nguyen
Absent	John Stillo
Yes	Jill Surace

D. Approval of Minutes

E.1. Citizens' Oversight Committee for Measure M – Minutes from the Meeting of September 25, 2018

Motion Passed: That the Committee approve the Minutes from the Meeting of September 25, 2018.

Passed with a Motion by Tina Quinn and a second by Jill Surace

Absent	Gretchen Carner
Yes	Jeffrey Frankel
Absent	John Letcher
Absent	Joseph Litchfield
Yes	Tina Quinn
Yes	Kana Sato-Nguyen
Absent	John Stillo
Yes	Jill Surace

E. Public Communications

Minutes: There were no public comments.

F. Selection of Chairman and Vice Chairman

By consensus, it was agreed that the selection of a Chairman and Vice Chairman for the Citizens' Oversight Committee for Measure M for the 2019-20 school year would be tabled to the September 24, 2019 meeting.

G. Information

G.1. Measure M (Parcel Tax) Adopted Consumer Price Index Adjustment

Minutes: Dr. Butler reported that at the Regular Board of Education Meeting on March 13, 2019, the Board approved the recommendation from the Citizens' Oversight Committee to increase the parcel tax by the CPI in effect as of June 30, 2019, for the 2018-19 budget year.

G.2. Parcel Tax Approved Annual Plan for the 2019-20 Budget

Minutes: Dr. Butler reported that at the Regular Board of Education Meeting on the March 13, 2019, the Board approved the recommendation from the Citizens' Oversight Committee on the Parcel Tax (Measure M) Proposed Annual Plan for the 2019-20 Budget.

G.3. Report by Dr. Keith Butler on Budget Reductions Approved by the Board of Education for the 2019-20 Fiscal Year

Minutes: Dr. Butler reviewed the 2019-20 Budget Reductions approved by the Board of Education and answered questions from the Committee.

G.4. Review Committee Tenure

Minutes: Dr. Butler reviewed the term expiration dates for each Committee Member and noted that the terms for all Committee Members extend through the 2019-20 school year.

H. Discussion/Action

H.1. Presentation of "Draft" 2018-19 Annual Report to the Board

Minutes: The Committee reviewed the proposed "draft" 2018-19 Annual Report and by consensus agreed that the report be presented at the Regular Board of Education Meeting on June 26, 2019.

H.2. Proposed 2019-20 Meeting Dates

Minutes: The Committee reviewed the proposed dates, times and location for meetings of the Citizens' Oversight Committee for Measure M during the period from September 1, 2019 to June 30, 2020, as follows:

Tuesday, September 24, 2019

Tuesday, November 12, 2019

Tuesday, February 11, 2020

Tuesday, May 12, 2020

H.3. Report from Communications Subcommittee

Minutes: The Committee reviewed the Information Sheet and agreed that percentages be added to Parcel Tax Expenditure section and that the revised Information sheet be included as part of the Committee Annual Report to the Board of Education on June 26, 2019.

In addition, the Committee requested that the Information Sheet be added to the District Newsletter that is distributed to the Community via e-mail.

I. Topics for Future Agenda Items.

Minutes: The Committee requested that at each upcoming meeting the following items be presented:

- Update on spending
- Examples of specific programs or items that are funded by the parcel tax.

J. Adjournment

Motion Passed:

That there being no further business to come before the Committee, the meeting be adjourned at 6:43 p.m.

Passed with a Motion by Tina Quinn and a second by Jill Surace

Absent	Gretchen Carner
Yes	Jeffrey Frankel
Absent	John Letcher
Absent	Joseph Litchfield
Yes	Tina Quinn
Yes	Kana Sato-Nguyen
Absent	John Stillo
Yes	Jill Surace

Keith Butler, Ph.D.

Associate Superintendent, Business Services