

AGENDA OF THE MEASURE BB OVERSIGHT COMMITTEE

**MANHATTAN BEACH UNIFIED SCHOOL DISTRICT
325 S. Peck Ave., Manhattan Beach, CA 90266**

**October 11, 2010
7:00 p.m.**

In compliance with the Americans with Disabilities Act, for those requiring special assistance to access the Committee meeting room, to access written documents being discussed at the Committee meeting, or to otherwise participate at Committee meetings, please contact the Board Secretary, Nancy Bogart, at 310-318-7345, ext. 5902, for assistance. Notification at least 48 hours before the meeting will enable the District to make reasonable arrangements to ensure accessibility to the Committee meeting and to provide any required accommodations, auxiliary aids or services.

Writings related to a Committee meeting agenda item that are distributed to at least a majority of Committee members less than 72 hours before a noticed meeting, and that are public records not otherwise exempt from disclosure, will be available for inspection at the District office, 325 S. Peck Avenue, Manhattan Beach, CA 90266. Such writings may also be available on the District's website. (Government Code §54957.5 (b)).

A. CALL TO ORDER

1. Call to Order
2. Pledge of Allegiance

B. ANNOUNCEMENTS AND COMMUNICATIONS

1. Public Comment Regarding Agenda
The purpose of this section is to permit any person in the audience to make a statement to the Committee on items on the Agenda. Persons are limited to three (3) minutes for their communication, unless the Committee deems otherwise. The Chairman will conclude the Public Comment after a reasonable length of time and proceed with the Agenda. The Chairman may, at its discretion, permit statements on items not on the Agenda, but pertaining to the District, if appropriate and not an impediment to the efficiency and orderliness of the meeting; however, no action shall be taken on any item not appearing on the Agenda.

C. PRESENTATION

1. Presentation of Budget to Actuals and Timelines (Bernards Construction Management Services).

D. COMMITTEE BUSINESS

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1. Bond Oversight Committee Self-Evaluation

E. PUBLIC COMMENTS

As a courtesy, please complete the Public Comment card and give it to the Recorder before the beginning of this meeting. You will have three (3) minutes to speak.

F. ITEMS FOR FUTURE MEETINGS

F. ADJOURNMENT

BOC Self-Evaluation Checklist – Compliance With Education Code		
CALBOC Standard	Reference	OK
Legally Required by Education Code (EC)		
1. Appointment: Governing board shall establish and appoint members to an independent citizens’ oversight committee within 60 days of the date that the governing board enters the election results on its minutes	EC Section 15278	
2. Review Expenditures: The citizens’ oversight committee shall actively review and report on the proper expenditure of taxpayers’ money for school construction	EC Section 15278	
3. Advise Public: The citizens’ oversight committee shall advise the public as to whether a district is spending the bond monies for construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of real property for school facilities.	EC Section 15278	
4. Advise Public No School Operating Expenses: The citizens’ oversight committee shall advise the public as to whether a district is spending the bond monies for the purposes specified above and not for any other purpose, including teacher and administrator salaries and other school operating expenses.	EC Section 15278	
5. Advise Public Expenditures for Stated Purposes: The citizens’ oversight committee shall advise the public as to whether a district is spending the bond monies for the specific school facilities projects to be funded and certify that the district has evaluated safety, class size reduction, and information technology needs in developing that list.	EC Section 15278	
6. Performance Audit: Receive and review copies of the annual, independent performance audit to ensure that the funds have been expended only on the specific projects listed.	EC Section 15278	
7. Financial Audit: Receive and review copies of the annual, independent financial audit of the proceeds from the sale of the bonds until all of those proceeds have been expended for the school facilities projects.	EC Section 15278	
8. Inspect Facilities: Inspecting school facilities and grounds to ensure that bond revenues are expended in compliance with the requirements of the bond measure.	EC Section 15278	
9. Deferred Maintenance: Receiving and reviewing copies of any deferred maintenance proposals or plans developed by a district including reports on the presence and removal of lead-containing materials.	EC Section 15278	
10. Professional Fees: Review efforts by the district to maximize bond revenues by mechanisms designed to reduce the costs of professional fees.	EC Section 15278	
11. Site Preparation: Review efforts by the district to maximize bond revenues by mechanisms designed to reduce the costs of site preparation.	EC Section 15278	
12. Joint Use Core Facilities: Review efforts by the district to maximize bond revenues by mechanisms designed to reduce costs by joint use of core facilities.	EC Section 15278	
13. School Site Design: Review efforts by the district to maximize bond revenues by mechanisms designed to reduce costs by incorporating efficiencies in school site design.	EC Section 15278	
14. Reusable Facility Plans: Review efforts by the district to maximize bond revenues by mechanisms designed to reduce the costs by the use of cost-effective and efficient reusable facility plans.	EC Section 15278	
15. Support: The governing board shall, without expending bond funds,	EC Section 15280	

provide the citizens' oversight committee with any necessary technical assistance and shall provide administrative assistance in furtherance of its purpose and sufficient resources to publicize the conclusions of the citizens' oversight committee.		
16.Open to Public: All committee proceedings shall be open to the public and notice to the public shall be provided in the same manner as the proceedings of the governing board (Ralph M. Brown open meeting act).	EC Section 15280	
17.Regular Reports: The citizens' oversight committee shall issue regular reports on the results of its activities.	EC Section 15280	
18.Annual Report: The citizens' oversight committee shall issue an annual report on the results of its activities.	EC Section 15280	
19.Website: Minutes of the proceedings of the citizens' oversight committee and all documents received and reports issued shall be a matter of public record and be made available on an Internet website maintained by the governing board.	EC Section 15280	
20.Seven Members: The citizens; oversight committee shall consist of at least seven members to serve for a term of two years without compensation and for no more than two terms.	EC Section 15282	
21.Business Member: One member shall be active in a business organization representing the business community located within the district.	EC Section 15282	
22.Senior Citizens' Member: One member shall be active in a senior citizens' organization.	EC Section 15282	
23.Taxpayers' Organization Member: One member shall be active in a bona fide taxpayers' organization.	EC Section 15282	
24.Parent of Child Enrolled Member: One member shall be a parent or guardian of a child enrolled in the district.	EC Section 15282	
25.Parent of Child Enrolled and Parent Teacher Organization Member: One member shall be both a parent or guardian of a child enrolled in the district and active in a parent-teacher organization.	EC Section 15282	
26.No Employee Member: No employee or official of the district shall be appointed to the citizens' oversight committee.	EC Section 15282	
27.No Vendor, Contractor, or Consultant Member: No vendor, contractor, or consultant of the district shall be appointed to the citizens' oversight committee.	EC Section 15282	
28.No Financial Interest: Committee members shall not be financially interested in any contract made by the district.	EC Section 15282	
29.No Conflict of Interest: Committee members shall not engage in any employment, activity, or enterprise for compensation, which is in conflict with his or her duties.	EC Section 15282	