

WCCUSD



CITIZENS' BOND OVERSIGHT COMMITTEE MEETING PACKET FOR JUNE 16, 2025

2010 MEASURE D ~ 2012 MEASURE E ~ 2020 MEASURE R

1400 MARINA WAY SOUTH RICHMOND, CA 94804

CBOC

GROUND RULES AND NORMS

Every team has two components that team members must keep in mind if the team is going to succeed.

- The team must pay attention to the Committee's purpose.
- The team must also carefully shape and monitor the team process it uses to accomplish its purpose.

Team process includes:

- How team members interact with and communicate with each other
- How team members will be responsible and accountable for accomplishing the CBOC's purpose

These team norms or ground rules are established with all members of the team participating equally:

- Recognize cross-disciplinary interaction requires patience and openness to diverse perspectives
- All views are important
- Participation needs to be equitable and balanced
- Expect, respect, and accept disagreements
- Reducing defensiveness is the responsibility of all
- Be tough on issues not on each other
- Place cell phones on silent
- Read agenda packet before the meeting

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

BASIC PARLIAMENTARY PROCEDURES

THE CBOC CONDUCTS THEIR AFFAIRS USING ROBERTS RULES OF ORDER DEVIATIONS MAY BE FOUND IN THE CBOC BY-LAWS

All discussions and actions go through the Chair.

All actions require a MOTION and a SECOND before proceeding.

- Once a MOTION has been seconded, it then belongs to the body.
- There is no such thing as a friendly (or unfriendly) amendment. Amendments are made and seconded, discussed and then the amendment is voted on for acceptance or rejection.
- If an amendment is passed, then the AMENDED MOTION is voted on.

Motions and amendments need to be clear and concise in what is being discussed and voted on. The CBOC does not vote on general ideas—they vote on specific language. Words matter.

A **MOTION TO END DEBATE** must be seconded and requires a 2/3 majority for passage.

- A MOTION TO TABLE is used to postpone the vote on an issue **until a later date**.
- A MOTION TO TABLE **cannot** be used as a means to kill a motion—only postpone it.
- When a MOTION TO TABLE is made, it must also be stated when the item is to be removed from the table for a vote.
- Motions require a simple majority (50%+1 of those voting in the affirmative) for passage.
- An ABSTENTION does not count as a 'YES' or a 'NO' vote. An ABSTENTION is used to validate that a quorum exists. A "PRESENT" vote Does not count as a 'YES' or a 'NO'.

A quorum (50%+1 of the total number of CBOC members) must be present to vote on any issue.

A MOTION TO ADJOURN is always in order.



**WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE**

**Don
Gosney**
Chair

**Brendan
Havenar-Daughton**
Vice Chair

**WEST CONTRA COSTA
UNIFIED SCHOOL DISTRICT
CBOC**

2010 Measure D 2012 Measure E 2020 Measure R

A G E N D A

Monday June 16th, 2025 at 6:15 PM

To join by computer, please click the link below to join the webinar

<https://wccusd.zoom.us/j/95267496270>

Or by Telephone: US: 1+(669) 444-9171

Webinar ID: 952 6749 6270

Note: Links in this document are PDFs on Google Drive. Clicking on the links should open the PDFs in a web browser on your computer. The full agenda packet may be viewed on the CBOC website or by clicking this link:

**Prior to the opening of this meeting, instructions are to be provided
for anyone seeking Spanish translation.**

06.16.25 CBOC AGENDA PACKET

A) OPENING PROCEDURES

B) CALL TO ORDER

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CITIZENS' BOND OVERSIGHT COMMITTEE

C) ROLL CALL

Don Gosney ~ Chair
Brendan Havenar-Daughton ~ Vice Chair
Jia Ma
Andrew Butt
Andrea Landin
Tashiana Johnson
Lin Johnson
Bill Claus
[8 members ~ 5 required for a quorum]

D) APPROVAL OF AGENDA

To discuss a Consent Calendar item, it must be removed from the agenda.

E) PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

Items already on the agenda may not be spoken on in this section. Speakers must fill out a Speaker Form with the appropriate agenda item listed. If speaking remotely, the speaker must raise their hand. Speakers will be allowed three minutes

F) MENTAL PREPARATIONS FOR THE UPCOMING MEETING

F O R I N F O R M A T I O N O N L Y

In an effort to unwind from the stresses and strains thrown at the CBOC, staff and the public even before attending these meetings, the CBOC will have an opportunity to enjoy the musical offerings of CBOC member Andrea Landin.

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CITIZENS' BOND OVERSIGHT COMMITTEE

G) GETTING THE MESSAGE OUT

F O R I N F O R M A T I O N O N L Y

WCCUSD Director of Communications Raechelle Forrest will be the featured guest as the CBOC and Ms. Forrest discuss options on getting information to—and from—the Board and the public about the Bond Program. This will include current and future projects as well as the oversight of the Bond Program.

D I S T R I C T R E P O R T S

H) BOND PROGRAM PROJECTS STATUS and FINANCIAL REPORTS

(Melissa Payne/Ellen Meija Hooper)

Presentation on progress of current Bond Projects including newsletters and financial reports

D I S C U S S I O N O N L Y

P R O J E C T S T A T U S R E P O R T S

06.16.25 Project Status Update Presentation

Page 12 of 57

06.16.25 Lake Elementary Project Status Report

Page 30 of 57

06.16.25 Shannon Project Status Report

Page 31 of 57

06.25 Stege ES Newsletter

Page 32 of 57

06.25 Lake ES Campus Newsletter

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06.25 Shannon ES Multi-Purpose Room Newsletter

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---Call for Public Comment---

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CITIZENS' BOND OVERSIGHT COMMITTEE

F I N A N C I A L R E P O R T S

Financial reports were not available before this agenda packet was prepared.

If reports are available for presentation at the meeting, the CBOC will be allowed to hear the reports but, because of Brown Act restrictions, no comments or discussions can be entertained.

This presentation would be for information only.

---Call for Public Comment---

I) KPI REPORTS [KEY PERFORMANCE INDICATORS] A C T I O N I T E M

KPI stands for key performance indicator, a quantifiable measure of performance over time for a specific objective. KPIs provide targets for teams to shoot for, milestones to gauge progress, and insights that help people across the organization make better decisions.

Discuss and act on determining how frequently and when a KPI Report should be included in the CBOC Agenda Packet.

J) THE DIFFICULTY IN GETTING FINANCIAL REPORTS —SOLUTIONS— A C T I O N I T E M

Discuss and act on options that might allow staff with enough time to provide the CBOC with the financial reports they need—including changing the CBOC meeting night.

**Facts About The Preparation Of Bond
Program Financial Reports
Page 38 of 57**

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

U S E F U L L I N K S

PROJECT MANAGEMENT PLAN

<https://www.wccusd.net/Page/13520>

REPORTING PORTAL

<https://aareports-staging.colbitech.net/wccusd>

C B O C R E P O R T S

C O N S E N T I T E M S

D I S C U S S I O N O N L Y

Unless pulled from the consent calendar by a member of the CBOC, staff or the public, consent items are approved without discussion

K) NEW MEMBER APPLICATION

F O R I N F O R M A T I O N O N L Y

William Claus CBOC Application

Approved by the WCCUSD Board of Education on 06.04.25

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Allison Huie CBOC Application

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CBOC MEMBER INFORMATION REQUEST LOG

F O R I N F O R M A T I O N O N L Y

No new information requests have been submitted since 09.16.24 and all have been resolved.

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CITIZENS' BOND OVERSIGHT COMMITTEE

L) CBOC REPORT TO THE BOARD OF EDUCATION AND THE PUBLIC

F O R I N F O R M A T I O N O N L Y

05.14.25 CBOC Standing Report

Page 46 of 57

06.04.25 CBOC Standing Report

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M) MEETING CALENDAR

F O R I N F O R M A T I O N O N L Y

06.16.25 CBOC Meeting Calendar

Page 53 of 57

N) ROLLING ATTENDANCE LOG

F O R I N F O R M A T I O N O N L Y

06.16.25 Attendance Log

Page 54 of 57

C O M M I T T E E R E P O R T S

O) 2024 ANNUAL REPORT

(Brendan Havenar-Daughton & Don Gosney)

A C T I O N I T E M

Discuss the status of the 2024 Draft Annual Report.

---Call for Public Comment---

P) CBOC MEMBERSHIP

(Don Gosney)

A C T I O N I T E M

Discuss and act on the CBOC Membership Application Process

CBOC Application Process

Page 55 of 57

---Call for Public Comment---

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CITIZENS' BOND OVERSIGHT COMMITTEE

Q) SITE VISITS

(Don Gosney)

A C T I O N I T E M

Review and provide direction on visits to Bond Program projects.

---Call for Public Comment---

R) ZOOM RECORDINGS

(Don Gosney)

D I S C U S S I O N I T E M

Discuss the desire/need for Spanish language translations on video recordings.

---Call for Public Comment---

S) SPECIAL CALLED MEETINGS

(Don Gosney)

D I S C U S S I O N I T E M

Discuss the desire/need for Special Called CBOC meetings for the purpose of addressing lengthier agenda items such as the CBOC By-Laws.

---Call for Public Comment---

T) CBOC WEB SITE

(Don Gosney and Brendan Havenar-Daughton)

Discuss website revision, the process to post content and make updates.

---Call for Public Comment---

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CITIZENS' BOND OVERSIGHT COMMITTEE

U) CHAIRPERSON REPORT

(Don Gosney)

Reports on issues relevant to the operation of the CBOC

---Call for Public Comment---

V) FUTURE AGENDA TOPICS

(Don Gosney)

D I S C U S S I O N O N L Y

Suggest and discuss issues that the CBOC and members of the public want to see brought up at future meetings of the CBOC.

06.16.25 Future Agenda Items Log
Page 56 of 57

---Call for Public Comment---

W) ADJOURNMENT

NEXT SCHEDULED CBOC MEETING:

July 14th, 2025

Disability Information

Upon written request to the District, disability related modifications or accommodations—including auxiliary aids or services—will be provided. Contact the Superintendent's Office at (510) 231-1101 at least 48 hours in advance of the meeting.



Project Status Update

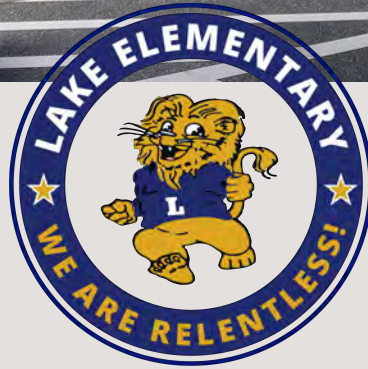
Citizens' Bond Oversight Committee

Project Status Update

	Site	Project	Type	Status
DESIGN	Stege ES	Campus Rebuild	Design Build	Design Development
	Kennedy HS	Modernization	Lease Lease Back	<ul style="list-style-type: none"> Phase 1.1 and 1.2 are under construction Construction Documents for Phase 1.3 Design Development for Phases 2 and 3
	Richmond HS	Modernization	Lease Lease Back	<ul style="list-style-type: none"> DSA Review for Utility Make Ready Package Construction Documents for Phase 1 Design Development for Phases 2 and 3
	Site	Project	Type	Status
CONSTRUCTION	Lake ES	Campus Rebuild	Design Build	<ul style="list-style-type: none"> Increment 1 – Complete Increment 2 – Construction
	Pinole Valley HS	Fields Restoration & Bleachers	Design Bid Build	DSA Review
	Shannon ES	Critical Needs: Cafeteria	Design Bid Build	Construction

Lake Elementary School Campus Rebuild

This two-phase project is the Rebuild of the Lake ES campus. The first phase includes new classrooms, library, and admin buildings and site work on the East half of the campus. The second phase will include new kindergarten and cafeteria buildings and remaining site work on the West half of the campus.



Lake ES - Rebuild

Kinder Buildings

- ❖ Drywall painted
- ❖ Casework installed
- ❖ Tack board installed

Before



Lake ES - Rebuild

Kinder Buildings

- ❖ Exterior Paint is complete
- ❖ Signage and door hardware installed
- ❖ Sidewalks are poured

Before



Lake ES - Rebuild

Butterfly Canopy

- ❖ Scaffolding and stucco on the underside of the canopy

Before



Lake ES - Rebuild

Dining and Stage

- ❖ Level 5 wall finish completed
- ❖ Ductwork installed



Lake ES - Rebuild

Kitchen

- ❖ Drywall is installed
- ❖ Beginning the ceiling grid
- ❖ Interior door frames installed



Shannon Cafeteria Rebuild Project

The primary purpose of this project is to build a new Cafeteria with dining area, stage, and food services kitchen, server, and support spaces. After the completion of the new building, the existing cafeteria portable will be removed. The project will include roll-up doors to support connection to the exterior, landscaping around the building, and infrastructure for a new garden.



Shannon ES - New Cafeteria

Exterior

- ❖ Calwall is being installed
- ❖ Stucco color coat is complete
- ❖ Storm drain lines are being installed



Shannon ES - New Cafeteria

Dining Area

- ❖ Drywall is installed on the ceiling
- ❖ Doors and windows are installed



Board Update

Quarterly Board Update was planned for June 4th.

We are currently planning on presenting at the June 25th Board Meeting



This project is the rebuild of the Stege ES campus. This project will replace the existing school buildings and provide a new site design (pictured/in progress). The school has been relocated to the DeJean Middle School campus site until construction is complete. Demolition of the campus is scheduled for this spring/summer, and completion of the rebuild project is anticipated for the fall of 2027.



Stege Rebuild Update

Activities This Month

- City of Richmond traffic review meeting
- Design Development in progress
- Community input activity



WCCUSD KENNEDY HIGH SCHOOL MODERNIZATION
KENNEDY HIGH SCHOOL – BUILDING A
RICHMOND, CA



Kennedy High School Campus Modernization

Kennedy High School Modernization project includes a new two-story classroom and office building along Cutting Blvd. A combination cafeteria and performance space will replace the 500 Building. A remodel of the 600 Building and existing cafeteria will accommodate the Career Technical programs. The remaining building will be updated.





Kennedy Modernization Update

Activities This Month

- Bldg. 500 moving contract executed
- Phase 1.2 Bidding complete
- Teacher Stakeholder party
- Phase 2 (Modernization) focus group meetings ongoing



Richmond High School Campus Modernization

Richmond High School Modernization includes demolishing part of the classroom building and building a new two-story building along 23rd Street. The remaining portion of the classroom building will be updated, including adding windows. The large gym and 600 Buildings will be refreshed.





Richmond Modernization Update

Activities This Month

- RFQ/P for IOR Services advertised
- Utility Make Ready pre bid site walk completed May 22nd
- Phase 1- New Classroom Building package submitted to DSA



Project Status Report: 6/1/2025



Lake Elementary School Replacement Project

2700 11th St.
San Pablo, CA, 94806

Project No: 1000003734 DSA No: 01-119938

Project Scope

Replacement of existing campus with construction of six new buildings. The first phase includes demolition of existing Kindergarten Building and construction of three of the new buildings and site work on the East half of the campus. The second phase will include the other three new buildings and remaining site work on the West half of the campus.

Schedule

Notice to Proceed	8/5/2021
Original Project Duration	1258
Final Completion	1/24/2025
Approved Time Extensions	297
Revised Project Duration	1555
Revised Completion Date	11/17/2025
Calendar Days Elapsed	1405 90%

Project Team

Owner	WCCUSD
Design Build Entity	Alten Construction & Co.
Construction Manager	Cumming Management Group
Inspector	DSA School Inspectors, Inc.

Contract Summary	Amended Base Contract Amount	\$50,466,705
	Amended Project Contingency	\$781,522
	Amended District Contingency	\$3,406,055
	Original Contract Amount	\$54,654,282
	Contract Ammendments	\$2,500,000
	Revised Contract Amount	\$57,154,282
	Amended Project Contingency	\$781,522
	Executed CO	\$510,840
	Remaining Contingency	\$270,682
	Open PCOs	\$27,633
	Rejected PCOs	\$67,227
	Amended District Contingency	\$3,406,055
	Executed CO	\$1,364,207
	Remaining Contingency	\$2,041,848
	Open PCOs	\$93,472
	Rejected PCOs	\$86,891
	Completed & Stored & Billed & Processed to Date	\$45,782,759 84%
	Stop Notices	\$0

Project Updates

Project Updates	Activities Last Month:
	Phase 1B: Building F: Electrical feeders, HVAC units on roof - MEP on roof, paint, tile at restrooms, acoustical ceiling grid, casework, door hardware, start electrical trim Building E: Electrical feeders, HVAC units on roof - MEP on roof, paint, tile at restrooms, acoustical ceiling grid, casework, door hardware, start electrical trim. Building D: Gypsum board tape and finish, rough MEPs & FS, roofing, plaster finish. Site: Domestic water, storm drain, system flush and all building connections, start fencing, start finish grading and concrete flatwork.
Project Updates	Upcoming Work
	Phase 1B: Building F: Complete electrical feeders and panel makeup, startup HVAC equipment, electrical, data, fire alarm, public addres system cabling and trim, countertops, plumbing finish, vapor emissions and flooring. Building E: Electrical feeders, HVAC units on roof - MEP on roof, start paint, tile at restrooms, acoustical ceiling grid. Building D: Complete gypsum board tape and finish, paint interior, exposed ductwork at the multipurpose room, roofing and plaster finish at the canopy. Site: Continue UG utilities, fencing, grading and concrete flatwork, start de-mobilizing to allow all site work to start.

Acronyms:

MEP - Mechanical Electrical Plumbing
UG - Under Ground



Shannon Elementary School CNP - Multipurpose Building

Project No: 1000004297 DSA No: 01-120507

Project Scope	Replace the multipurpose building, provide new site improvements and a trash enclosure.

Schedule	Notice to Proceed	4/30/2024	
	Original Project Duration	425	
	Final Completion	8/1/2025	
	Approved Time Extensions	0	
	Revised Project Duration	425	
	Revised Completion Date	8/1/2025	
	Calendar Days Elapsed	398	94%

Project Team	Owner	WCCUSD
	Contractor	Strawn Construction Inc.
	Construction Manager	Cumming Management Group
	Inspector	MWC & Associates

Contract Summary	Original Contract Amount	\$7,852,000	
	Executed Change Orders	\$27,714.65	
	Unforeseen Conditions	\$0.00	
	Owner Requested	\$1,028	
	Design Changes	\$26,687	
	Outside Agency/ Other	\$0	
	Revised Contract Amount (contract + \$ Executed CO)	\$7,879,715	
	No. of Cos	0	
	Pending PCOs	\$89,570.90	1%
	Rejected/Voided PCOs	\$34,396.82	0%
	Completed, Stored, Billed and Processed to Date	\$4,966,674.25	
	Stop Notices	\$0	

Project Updates	Activities Last Month:
	Continue rough framing and blocking, MEP rough in, exterior sheetmetal at parapets and roof, plaster finish, gypboard tape and finish, windows and glazing, grease interceptor.
	Upcoming Work:
	Exposed ductwork at the multipurpose room, ceramic tile at restrooms, interior painting, exterior painting, door hardware, complete roofing, site utilities, site grading, canopy piers.

Acronyms:
MEP - Mechanical Electrical Plumbing



WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CONSTRUCTION NEWSLETTER DESIGN EDISION



STEGE ELEMENTARY SCHOOL REBUILD PROJECT



June 2025 - Design Development



Project Update

The Stege project will enter the Demolition Phase within the next few weeks. The Demolition contract has been completed and the contractor is preparing for mobilization. Expect to see exciting activity on the project site in the next few weeks.



The Design process has progressed beyond Schematic Design and we have reached the Design Development phase. This phase defines the details of the buildings. Input on the design was gathered in focus groups, parent and community meeting. The Maintenance & Operations staff will review the drawings the week of 6/09/2025.



Project Website

Project Summary

This project will replace the existing school buildings and provide a new site design. The Stege campus rebuild project is in design. The school has been temporarily relocated to DeJean Middle School campus site until construction is complete. Demolition of the campus is scheduled for this spring/summer, and completion of the rebuild project is anticipated for Fall 2027.



Join the CBOC!

We are accepting applications to join the Citizens' Bond Oversight Committee (CBOC). The CBOC reviews bond-funded school projects and informs the public about bond expenditures and uses.

Sign up here: bit.ly/CBOCWCCUSD23

**SEE YOUR
TAX DOLLARS
AT WORK IN WCCUSD SCHOOLS**

Join the Citizens' Bond Oversight Committee

What is CBOC?
The Citizens' Bond Oversight Committee (CBOC) reviews bond-funded school projects and informs the public about bond expenditures and uses. Current projects include Lake Elementary, Shannon Elementary, Kennedy High, Richmond High, and Stege Elementary School.

Openings
• 3 "At-Large" Community Members

What We Do

- ✓ Publish an Annual Report to inform the public
- ✓ Meet monthly to review project and financial reports
- ✓ Get updates on bond funded facility projects

SIGN UP HERE: [BIT.LY/CBOCWCCUSD23](https://bit.ly/CBOCWCCUSD23)

For more information, visit: bit.ly/CBOCsite

E **SES Modernization Project Newsletter**
WCCUSD Facilities Planning & Construction

Subscribe





WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CONSTRUCTION NEWSLETTER



LAKE ELEMENTARY CAMPUS REPLACEMENT PROJECT

Project Updates - June 2025

Construction Activity

Building E and F (Kindergarten Wings)

- Installation of HVAC units, restroom tiles, acoustical ceiling grid, casework, and door hardware is complete
- Next month will include starting up HVAC equipment and completing electrical and data, fire alarm, public address system cabling and trim, and installing countertops and flooring



Building D (Cafeteria)

- Gypsum board finishing and mechanical, electrical and plumbing rough in continues
- This month's activity will include the interior painting, exposed ductwork at the dining area and canopy plaster finish

Site

- Ongoing work will continue on the underground utilities, fencing, grading and concrete flatwork



Project Scope: The primary purpose of this project is to replace the school campus. The campus will be occupied during the duration of this project. This project is an investment in our community through the use of taxpayer bond dollars.

The project has two main construction phases. The project design started in August 2021. The first phase of construction included new buildings and site work on the East half of the campus and was completed in Fall 2024. The second phase will include new buildings and remaining site work on the West half of the campus, scheduled through Fall 2025.

Architect: Quattrocchi Kwok Architects - QKA
Anticipated Completion: Fall 2025

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Project Website

Additional information and past newsletters can be found on the project website. To receive an email of this monthly newsletter or ask a project question, please email: askfacilities@wccusd.net



Outdoor Dining Area
Installing the stucco on the canopy

Project Team

Design Build Contractor:
Alten Construction

Construction Manager:
Cumming Management Group
Matthew Medeiros
matthew.medeiros@wccusd.net



Kindergarten Play Area
Preparing for play spaces

E Lake Construction Newsletter
WCCUSD Facilities Planning & Construction

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WEST CONTRA COSTA UNIFIED SCHOOL DISTRICT

CONSTRUCTION NEWSLETTER



SHANNON ELEMENTARY MULTI PURPOSE ROOM REPLACEMENT PROJECT

Project Updates - June 2025

Construction Activity

- Interior Construction: preparing for ceramic tile in the restrooms, finishing wall finish in preparation of interior paint, installing ductwork in the dining area
- Exterior Construction: installing sheet metal at parapets and completing the roofing and windows
- Site Work: installing the grease interceptor, storm water system and canopy piers



Project Overview

Project Scope: The primary purpose of this project is to build a new multi-purpose room with a dining area, stage, food services kitchen, server, and support spaces. This project is an investment in our community through the use of taxpayer bond dollars.

After the completion of the new building, the existing portable cafeteria will be removed. The project will include roll-up doors to support connection to the exterior, landscaping around the

building, and infrastructure for a new garden.

Architect: Hamilton + Aitken Architects
Anticipated Completion: Fall/Winter 2025

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Project Website

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Windows Glazing

Contact Information

Construction Contractor:
Strawn Construction, Inc

Construction Manager:
Cumming Management Group
Matthew Medeiros
matthew.medeiros@wccusd.net

Your Project Team



Storm Drain

Shannon Construction Newsletter
WCCUSD Facilities Planning & Construction

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FACTS ABOUT THE PREPARATION OF BOND PROGRAM FINANCIAL REPORTS

WHAT DOES IT TAKE TO PREPARE BOND PROGRAM FINANCIAL REPORTS

1. Financial reports cannot be assembled until the end of the month.
2. WCCUSD staff will not present to the CBOC financial reports that cannot be guaranteed to be accurate.
3. If the end of the month falls on a weekend, staff cannot begin to assemble the data until the following Monday morning (the first Monday of the month).
4. In the instance described above, the CBOC would normally meet on the second Monday of the month. This would allow only eight days before the CBOC meeting.
5. Materials for the CBOC need to be available for the assembly of the CBOC agenda packet no later than the Wednesday evening prior to the CBOC meeting.
6. The scenario above provides only three days to assemble the data to be included in the reports and then verify its accuracy.

SUGGESTED ALTERNATIVES TO THE CURRENT TIMETABLE

7. Give staff more time to prepare the reports.
8. Two options for the previous suggestion include delaying the presentation of the reports to the CBOC by an additional month.
9. If this option is used, the CBOC would be reviewing financial data that is, potentially, very dated.

OR

10. Schedule the CBOC meetings for later in the month (such as the third or fourth Monday of the month). This would provide staff an additional five working days to perform this critical task. [Tuesday nights are the nights that four of the five cities in West County host their City Council meetings and Wednesday evenings are often reserved for WCCUSD Board meetings. Fridays, Saturdays and Sundays are



West Contra Costa Unified School District Citizens' Bond Oversight Committee Application

The purpose of the Committee is to inform the public concerning the expenditures and uses of bond revenues. The Committee's legal charge is to actively review and report on the expenditures of taxpayer's money for school construction.

**WILLIAM CLAUS
EL CERRITO**

Taxpayer Organization Member

YES Do you live or work within the boundaries of WCCUSD?

NO Are you an elected official? (No elected official shall be appointed to the CBOC)

NO Are you an employee or official of the WCCUSD? (No employee or official shall be appointed to the CBOC)

NO Are you a vendor, contractor or consultant of the WCCUSD? (None shall be appointed to the CBOC.)

YES Can you serve a full two-year term?

YES Can you attend monthly in-person CBOC meetings?

NO Do you know of any reason such as a potential conflict of interest, which would adversely affect your ability to serve on the CBOC?

Please provide a personal statement explaining why you want to serve on the Citizens' Bond Oversight Committee and what special areas of expertise or experience that you think would be helpful to the Committee

I want to serve on the Committee because I believe I can provide valuable oversight for the most important civic responsibility of educating our children. My professional employment experience of lending and investing as a commercial banking officer at WFB, BOA, Union Bank and experience with budgets and legal documentation as well as identifying leadership qualities of borrowers is applicable to this position.



West Contra Costa Unified School District Citizens' Bond Oversight Committee Application

The purpose of the Committee is to inform the public concerning the expenditures and uses of bond revenues. The Committee's legal charge is to actively review and report on the expenditures of taxpayer's money for school construction.

**ALLISON HUIE
RICHMOND**

At Large WCCUSD Community Member

YES Do you live or work within the boundaries of WCCUSD?

NO Are you an elected official? (No elected official shall be appointed to the CBOC)

NO Are you an employee or official of the WCCUSD? (No employee or official shall be appointed to the CBOC) [**expect separation from WCCUSD on 06.30.25**]

NO Are you a vendor, contractor or consultant of the WCCUSD? (None shall be appointed to the CBOC.)

YES Can you serve a full two-year term?

YES Can you attend monthly in-person CBOC meetings?

NO Do you know of any reason such as a potential conflict of interest, which would adversely affect your ability to serve on the CBOC?

Please provide a personal statement explaining why you want to serve on the Citizens' Bond Oversight Committee and what special areas of expertise or experience that you think would be helpful to the Committee

Please see attached resumé, list of qualifications and reasons for wanting to serve.

ALLISON HUIE, PH.D.

allisonhuie@gmail.com | (979)-574-8953

LEADERSHIP | **West Contra Costa Unified School District 2012-Present**

Director, Educational Services, Research and Reporting

Defined key data questions to be answered using data aligned to District vision and goals. Monitored corresponding data and determined program effectiveness. Leveraged data to serve as chief storyteller for District efforts to the public. Provided on-demand collection, analysis, and interpretation of key data points. Collaborated with cabinet members, department directors, and other key staff to develop a comprehensive data framework for transformation and implement a timely schedule for the preparation and release of research, program evaluation, and progress monitoring.

Director, Educational Services, College & Career

Led team of employees across four departments (Career and Technical Education, Visual and Performing Arts, School Counseling, and A-G Improvement) to expand and enhance programming for students K-12 and lead high quality professional development for teachers and administrators. Increased annual state and Federal grant funding by over \$6M by leveraging previously unallocated matching funds and identifying new grant opportunities. Optimized available grant funding to increase direct supports to sites, resulting in sustained work-based learning opportunities for students and increased job satisfaction among Pathway teachers. Facilitated process for secondary leaders and teachers to align course offerings to the CA CTE standards Framework. Increased the number of CTE completers and students earning A-G eligibility. Strengthened relationship with higher ed partners to significantly increase early college credit opportunities through dual enrollment and articulated course offerings. Strengthened relationships with workforce development partners to enhance career learning experiences for students.

Principal Sylvester Greenwood Academy

Turnaround Principal who achieved successful full WASC accreditation after school's previous probationary status. Increased graduation rate by 12% in first year and sustained momentum to triple previous graduation rates. Doubled the number of students returning to comprehensive high schools after regaining credits to be considered on-track for graduation. Effected double-digit attendance rate improvement first year and exceeded expected growth targets in subsequent years. Improved CTE programs by adding new A-G courses to existing pathway and creating Health Science pathway. Improved student experience by starting athletics program, debate, work study, and ERWC course. ACSA/RASA Secondary Administrator of the Year in 2017. 2nd place winner in Contra Costa County Office of Education's 2018 Principal's Attendance Challenge. Appointed to CDE's Model Continuation High School expert panel.

Coordinator English Learner Services

Led a small team to support K-12 instructional programs for nearly 10,000 EL students. Led k-12 roll-out of newly adopted curriculum. Developed, delivered, and monitored results of PD to teachers and administrators. Managed categorical funds and supported associated state & federal program reporting. Increased number of reclassified students by 15%.

Assistant Principal John F. Kennedy High School

Guided stakeholders through successful WASC mid-term evaluation in my first-year and successful full self-study in my last year. Developed and coordinated site-wide instructional systems, including the creation of a new Advanced Manufacturing CTE Pathway, a Freshman House system, and a Spanish for Spanish Speakers series. Co-authored eight new A-G courses. Led School Site Council and English Learner Advisory Committees. Developed and delivered faculty PD programs. Coordinated Instructional Leadership Team. Supported management of site budget. Served as site Assessment Coordinator.

Instructional Coach, Academic Intervention

Trained and coached secondary content area teachers of English Learners in strategies to improve students' academic literacy through implementation of the SIOP Model. Managed a coaching caseload of 70 cross-disciplinary veteran and new teachers at multiple secondary sites. Coordinated and assisted in the implementation of the Sheltered Instruction Observation Protocol (SIOP) training for teachers in all core content areas.

EDUCATION | School Business Management Certificate Program, University of Southern California Developed the 13 competencies identified by CASBO as essential to leading a business operation in a K-12 school district or charter organization

Ph.D., Curriculum and Instruction, Texas A&M University
Dissertation: A Phenomenological Exploration of Novice Texas English/Language Arts Teachers' Experiences with Media Literacy

M.Ed., Curriculum and Instruction, Texas A&M University
Thesis: Using Graphic Representational Models to Improve Student Writing

B.A., Philosophy, Texas A&M University
Language and Culture Immersion Program: Universidad de Salamanca, Salamanca, Spain

ADDITIONAL EXPERIENCE | Interim Principal, WCCUSD, CA 2019- Present
Led elementary, middle, and high school sites that lost principals during and after pandemic, while also leading Central Office divisions. Provided on-demand support to sites during times of need such as: union-led work stoppages, community-led non-work days, etc.

Principal, WCCUSD, CA 2012-2019
Led high-quality summer learning experiences for students in both AP and Principal roles at multiple levels K-12.

TEACHER WASHINGTON ELEMENTARY, RICHMOND, CA 2012-2021
Grade 2/3 combo teacher for Spring Intersession. Grade 3/4 combo teacher during return to pandemic while also leading a Central Office Division. Developed and delivered engaging curriculum that inspired students be excited to come to school and learn each day.

TEACHER MAKING WAVES ACADEMY, RICHMOND, CA 2011-2012
Founding Upper School English teacher. Created course description, scope & sequence, common content-area assessments and benchmark assessments in this school's first year of operation. Created and delivered school-wide PD. Hired to next position based on performance during volunteer summer internship as part of administrative credential program.

RESEARCH ASSISTANT STATE OF TEXAS EDUCATION RESEARCH CENTER, TEXAS A&M UNIVERSITY 2009-2011
Collaborated with an interdisciplinary team of researchers to investigate the nature and impact of school resources and educational practices that affect student learning and close the achievement gap. Designed and implemented qualitative analysis plans. Designed research instruments. Wrote and edited research reports for the State Board of Education. Assistantship ended when graduate degree completed.

TEACHING ASSISTANT DEPT. OF TEACHING LEARNING AND CULTURE, TEXAS A&M UNIVERSITY 2008-2011
Lectured, developed content, assessed, and mentored for multiple courses for pre-service and intern teachers in the Post-Baccalaureate Secondary Certification Program. Recruited potential teacher candidates for Secondary Graduate Certification Program. Supervised ELA post-bacc teacher candidates. Supported the application and admission process and managed certification-related records for enrolled students. Advised current and prospective students. Served as a liaison between recruiting schools and teacher candidates. Relocated to CA for spouse's job opportunity.

TEACHER BRYAN INDEPENDENT SCHOOL DISTRICT, BRYAN, TX 2006-2009
Department Lead, Founding Teacher – Rudder High School
Created grade 9 ELA scope and sequence, ensuring aligned integration of Texas's newly-implemented College and Career Readiness Standards. Created common assessments and benchmark assessments.

Conducted action research on educational technology use in the classroom. Site trainer for PBIS. English Language Learners' Liaison for families of ELLs. Resigned to complete Ph.D.

Co-Lead 9th Grade Team – Bryan High School

Co-Team Leader for team of eight grade-level teachers. Wrote district level standards-aligned exemplar units and lessons for English I. Designed, implemented, and trained other teachers in a successful instructional protocol that improved student scores on the Open Ended Response portion of the state assessment by 13%. Piloted Sheltered Instruction. Served as Co-Director of the Scholar's Academy, an intensive summer program for potential National Merit Scholars. Recruited to open District's second high school as founding teacher and Department Lead.

CERTIFICATIONS

School Business Management Certificate
California Tier II Administrative Credential
California Secondary Single Subject Teaching Credential - English
Texas Standard Teaching Certificate:
Generalist EC-6
English / Language Arts and Reading Grades 8-12
English as a Second Language Supplemental Grades 8-12

May 13, 2025

Dear Hiring Committee,

I am reaching out to express my sincere interest in joining the WCCUSD Citizens Bond Oversight Committee. With nearly 20 years of experience in K-12 education, including school site leadership, federal and state compliance, grant administration, and strategic data use—I am confident in my ability to advance the CBOC’s mission to ensure the public is informed of expenditures and uses of bond revenues.

I moved my family from Berkeley to Richmond in 2014, after working at Washington elementary school and falling in love with the surrounding community. My two children have attended WCCUSD schools since Kindergarten and are still current students. Through my children’s first hand experiences, and my own as an employee, I have intimate knowledge of the various needs that come along with developing and then actually living within an educational environment.

In previous roles, I have been part of the new build and/or re-build process for at least five schools. As a classroom teacher, I advised design teams as to the placement of equipment, fixtures, and features. As an athletic coach, I provided guidance to architects and developers regarding design criteria that were required to ensure student safety and be compliant with league/state rules. As a school site principal, I did all of the aforementioned and also was part of the continuous review team throughout the build, catching a gas leak in the newly remodeled Kennedy science wing early and identifying install issues that needed to be fixed through various walkthroughs. As a District administrator overseeing specialized programs like Visual and Performing Arts and Career and Technical Education, I consulted on both the Richmond High and Kennedy High redesign projects.

As Director of Educational Services in West Contra Costa Unified School District, I led cross-functional teams across departments including Career and Technical Education, Visual and Performing Arts, and School Counseling. I successfully managed over \$6 million in state and federal grants by identifying new funding opportunities and optimizing existing resources. These efforts led to expanded programming for historically underserved students and improved both staff retention and student outcomes. I’ve also worked extensively with ESSA compliance, WASC accreditation, and Title program requirements, bringing a deep understanding of both compliance and strategic planning.

I have built and led districtwide systems for data reporting and analysis to evaluate program effectiveness, drive instructional decisions, and inform community stakeholders. Whether coordinating English Learner programs for 10,000 students or coaching content-area teachers on best practices for multilingual learners, I’ve consistently prioritized outcomes for focal student groups and worked to align all efforts with a broader vision of equity and access. In 2022, I successfully completed the University of Southern California’s School Business Management Certificate Program, through which I developed the 13 competencies identified by the

Association of School Business Officers as essential to leading a business operation in a K-12 school district.

Thank you for your consideration. I would welcome the opportunity to bring my experience, vision, and dedication to the CBOC and look forward to the chance to speak further.

Warm regards,
Allison Huie, Ph.D.



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

**Don
Gosney**
Chair

**Brendan
Havenar-Daughton**
Vice Chair

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE CHAIR REPORT TO BOARD OF EDUCATION & THE PUBLIC 05.14.25

These are exciting times for the Citizens' Bond Oversight Committee.

We have two high schools and an elementary school about to be repaired or replaced plus we have the completion of Lake Elementary School and the completion of the new multipurpose room at Shannon Elementary.

We recently visited Kennedy High so we could better see why the District is spending \$280 million on repairing decades of neglect.

One thing that was interesting, aside for the expected mess associated with pre-demolition, was how the District had salvaged so many parts for use elsewhere when needed. Things like hardware, light switches and even doors are being removed and stored so when they're needed elsewhere the District will have a ready inventory. The District tries, as best they can, to use the same makes and models of many items across the 53 schools in the District so there's some form of standardization of parts.

This can be difficult, though, since some of our schools are as much as 82 years old. Manufacturers have gone out of business and the specifications of many items have changed over the decades. Trying to find a left handed widget for a thing-a-ma-bob from 1953 might otherwise be near impossible if we didn't salvage and repurpose these items.

In just two days we will be revisiting Lake Elementary. Sadly, it's been 202 days since we were last able to visit Lake and even without us looking over their collective shoulders, they've been soldiering on with the construction. It's

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

imperative that we visit these sites before construction, several times during construction as well as when the project is complete.

We receive routine regular updates of these projects—along with pretty pictures—but what staff is looking for may not be the same as what we're looking for. This is why we need additional eyes. Even amongst ourselves, each of us is looking through a different set of eyes.

One of the biggest problems that the CBOC faces is the difficulty we have in reviewing the Bond Program financial reports.

Reviewing the Bond Program's financial reports is one of the prime functions of the CBOC and if we don't have these reports, then there is virtually no effective oversight. Even Stevie Wonder could clearly see that this is a problem.

Over the decades, the CBOC has fine-tuned which reports we need and what needs to be included. A decade ago we had 13 reports that we needed in our monthly agenda packet. The CBOC has fine-tuned our needs and there are now only six monthly reports needed plus an annual KPI report,

It would be rude to speak about something only using acronyms as if you routinely use KPI reports. A KPI (Key Performance Indicator) report is a document that summarizes and presents the performance of an organization, department, or individual against its strategic goals and objectives. It uses KPIs – measurable metrics that track progress toward specific objectives – to provide a snapshot of performance.

While I'd love to boast about how smart I am about these things, I pulled that definition from Google AI.

The financial reports are put together at the end of each month. The CBOC meets on the second Monday of each month so staff may have only 8 calendar days to process these reports. And since we need the reports five days prior to the meeting to be a part of the agenda packet and two of the remaining days are weekend days, I'm sure you can see how this just isn't enough time. Unlike the volunteers on the CBOC who might work on things night and day and over the

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CITIZENS' BOND OVERSIGHT COMMITTEE

weekends, staff SHOULD stop their work at the end of business each day spending their nights and weekends with their families. As the CBOC Chair I demand this of Melissa Payne—the head of the Bond Program—but she shows my directives little respect and she's sending me these reports sometimes after 11 PM—ON HER OWN TIME.

One of the problems with getting these reports ready is that none of us wants reports that are not accurate. Inaccuracy is a bad thing.

One solution that might help with this is for the Board and the Superintendent to ensure that there are sufficient personnel that are trained to do this work. Only you can make this happen.

Another solution is for the CBOC to give staff another week by amending our regular meeting dates. We have agendized this for discussion and action at our next meeting.

We currently have two applications in the works and one more promising opportunity so we can increase our ranks from the seven we have today. When I last spoke to you about this, before I got back to my seat my phone was buzzing with a VERY promising prospect asking to serve.

If anyone wants to join this exciting and critically important oversight body, please call **Don Gosney** at **(510) 685-2403** or email me at dongosney@comcast.net. Like they say about the State Lottery—you can't win if you don't play.



WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE

**Don
Gosney**
Chair

**Brendan
Havenar-Daughton**
Vice Chair

WCCUSD CITIZENS' BOND OVERSIGHT COMMITTEE CHAIR REPORT TO BOARD OF EDUCATION & THE PUBLIC 06.04.25

As reported before, one of the biggest problems the Citizens' Bond Oversight Committee has faced is our inability to review the Bond Program financial reports in a timely fashion. It's not that the District has been withholding these reports, they just didn't have the manpower needed to process them in the limited time available.

For instance, if the first day of the month is on a weekend—which is the earliest that the financial reports can be processed—the normal CBOC meeting day would be the second Monday of the month—just 8 days after that weekend. Here's the kicker, though—as the CBOC Chair I need those reports by the end of business on Wednesday so I can complete the agenda packet. That's only three days to process all of this data.

As we might hope, staff will not give us financial reports that have not been confirmed as being accurate. If there's even a simple error, the report has to be redone.

One solution to this problem—a solution that will be considered at our next CBOC meeting on the 16th, will be to change our normal meeting night from the second to the third Monday of the month—or another suitable date. This will guarantee that staff will have at least an additional week.

I can't speak for the CBOC on this but I'm optimistic we'll find a solution to this problem.

And, if you've been listening to us the past 5 years, filling the allotted seats on the CBOC has been very difficult.

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CITIZENS' BOND OVERSIGHT COMMITTEE

Even if you approve of our newest applicant—which is on your consent calendar tonight—we'll still be three members short of the eleven allowed.

We have one application being processed right now, I spoke with another applicant this morning that should be submitting their application in a day or two and I have a third that is promising.

We can still use some help, though, so anyone that might want to serve on this important committee can find an application on the CBOC web site which is a subsite of the District's web site. In the lower left corner you'll find links where you'll find an application. I also encourage anyone wanting to step up to call me at **(510) 695-2403** or email me at dongosney@comcast.net This contact info is also on our web site.

We're going to amp our efforts with the five city councils and those city's City Managers; with the two county supervisors covering the eight unincorporated parts of West County so we can get the word out. We're going to utilize the numerous social media sites available to us which include Facebook and NextDoor; we're going to reach out to the four online newspapers here in Richmond as well as the two Patch newspapers covering Hercules/Pinole as well as El Cerrito; we'll reach out the Rotary and Kiwanas Clubs; the PTSAs. We might even stand on a few select street corners and yell at passing cars letting them know about the great opportunities awaiting them on the CBOC. I used to suggest smoke signals but the CEQA requirements are too burdensome. We used to have a quarterly newsletter mailed out to every home in West County singing the praises of the Bond Program. It was called 'The Reporter'. Alas, it was shut down when the District needed money for more consultants.

The primary function of the CBOC is to oversee the Bond Program's finances. Our job is to collectively look over the shoulders of the elected Board members—the ones who make the decisions about where the money goes—and District staff—the ones who actually spend the money.

Of critical importance, of course, is to make sure that the money is being spent properly and the terms of the ballot measures are adhered to. Of even greater importance, though, is ensuring that the public has faith in the Board, in District

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

staff, and in the CBOC that are actually representatives of the people. Just as with the Board and staff, if the public has no faith in their representatives on the CBOC, they are of little value.

Whatever faith the public had in the CBOC waned a few years back when the size of the CBOC became so small that they simply could not do their jobs. Adding to that, communication between the CBOC and the public was barely existent.

We're working to change that. To aid us with this effort the District's Director of Communication will be our featured guest at our next meeting where we will discuss our desires and needs as well as hearing what she can do to help us. We've met with her at a couple of Joint CBOC/BOE Meetings but those meetings are not really designed for real discussions—they're more in the line of hearing reports. I fully expect this meeting to be very productive. We invite Board members, staff members and members of the public to join us so they can weigh in and hear what needs to be done and what can be done.

I believe we just heard a public comment made about some of the difficulties with communicating with staff and the Board. If you've heard that a problem exists twice within a few minutes—even if it's coming from the same person—maybe it's something to listen to.

Even though it's not as sexy as going over financial reports and hearing about the projects, the CBOC has several very important housekeeping projects we're working on:

BY-LAWS—about 15 years back I drafted the first set of CBOC By-Laws. Even though we have a Board Policy governing the broadstrokes overseeing the CBOC, we need a set of By-Laws to govern the day-to-day business.

We can't discern what happened but after I termed out about a dozen years back, the CBOC By-Laws got themselves changed. There's no record of the CBOC acting to amend them—they just miraculously changed all by themselves.

By-Laws are a fluid set of rules that need to be updated and amended as necessary. The process of amending maybe a hundred different sections would take several

WCCUSD

CITIZENS' BOND OVERSIGHT COMMITTEE

many months of CBOC meetings devoted solely to this task. A much better and quicker option is to draft a new set of By-Laws.

Even that is very time consuming and time is just not what we have a lot of. At our next meeting we will discuss the option of hosting several special called meetings of the CBOC specifically devoted to the By-Laws. We do not need staff be at these meetings—just the CBOC.

ANNUAL REPORTS—We are finalizing our latest annual report. We just need to tweak a few sections for clarity, reformat it and add some pretty pictures. We are also diligently working on the newest annual report as well as a long overdue report.

UPDATING THE WEB SITE CONTENTS—we've found that there are too many documents on our web site that either have dead links or are outdated. For instance, we have too many DRAFT minutes that need updating to be classified as FINAL minutes. This means going over maybe 1500-2000 documents. This will require a lot of effort by a lot of people. When I put it like that and then ask for volunteers, you can't imagine how quickly the room clears out. But, the longer we put this off, the bigger the task gets.

If we clear our desk of the By-Laws, the Annual Reports and the web site content, then it's just a matter of maintenance.

All of this is another reason why we need to fill our compliment of eleven seats on the CBOC. The more people we have, the easier it will be for each individual volunteer.

We have one highly qualified applicant waiting to be interviewed and I have two more potential applicants that I'm just waiting for them to submit their applications.

The next meeting of the CBOC will be held at 6:15 PM on Monday June 16th at the Facilities Building at 1400 Marina Way South here in Richmond. All are invited. Tell your friends, tell your neighbors.



**WCCUSD
CITIZENS' BOND OVERSIGHT COMMITTEE**

**Don
Gosney**
Chair

**Brendan
Havenar-Daughton**
Vice Chair

**2025
CBOC MEETINGS CALENDAR**

Meetings will begin at 6:15

	J u n 16	J u l 14
A u g 11	S e p t 8 * S e p t 17 (proposed joint meeting)	O c t 20
	N o v 17	D e c 08

***Tentative**

SCHOOL BOARD MEETINGS

	J u n 25	J u l 16 J u l 19
A u g 06 A u g 27	S e p t 10 S e p t 17 (proposed joint meeting) S e p t 24	O c t 08 O c t 22
	N o v 05 N o v 19	D e c 03 D e c 17

CBOC Bylaw Requirements

There must be a December meeting for officer elections
Two joint meetings with Board of Education

C B O C A T T E N D A N C E L O G

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	Term of Office	Apr 15	May 20	Jun 10	Jul 08	Aug 12	Sep 09	Oct 28	Nov 18	Dec 09	Jan 13	Feb 10	Mar 10	Mar 19	Apr 14	May 12	Jun 16	Jul 14	Aug 11
Don Gosney	11/01/23 10/31/25 (1)	P	X	P	P	P	P	P	X	X	P	P	P	P	P	P			
Brendan Havenar-Daughton	01/12/25 01/11/27 (2)	A+	X	P	P	P	P	P	X	X	P	A+	P	P	P	P			
Jia Ma	02/05/25 02/04/27 (2)	A+	X	P	P	P	P	P	X	X	X	A+	P	P+	P	P			
Andrew Butt	12/04/24 12/03/26 (1)	--	--	--	--	--	--	--	--	--	P	P	P	P	A+	P			
Andrea Landin	06/26/24 06/25/26 (1)	--	--	--	P	P	P	A+	X	X	P	P	P	P	P	A+			
Lin Johnson	12/06/23 12/05/25 (1)	A-	X	A-	A-	A+	A-	P	X	X	A-	P	A-	A-	P	P			
Tashiana Johnson	11/06/24 11/05/26 (1)	--	--	--	--	--	--	--	--	--	P	A+	P	P	P	A+			
Bill Claus	06/05/25 06/04/27 (1)	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--			
Lorriane Humes	03/24/23 03/23/25 (3)	P	X	A-	A-	P	P	P	X	X	P	P	P	P+	--	--	--	--	--
Ariel Xi	04/12/23 04/11/25 (1)	A+	X	A+	A+	A+	P	P	X	X	P	P	A+	P	--	--	--	--	--

P = PRESENT
P+ = PRESENT BUT REMOTE
R = REMOTE
X = NO MEETING
A+ = ABSENT WITH NOTIFICATION
A- = ABSENT WITHOUT NOTIFICATION
-- = NOT A MEMBER

CBOC MEMBERSHIP PROCESS

PREVIOUS APPLICATION PROCESS

1. CBOC application is submitted to District Staff AND CBOC Chair
2. Application includes basic contact information, which position is being applied to, which subcommittees the applicant might want to serve on, the question asking why the applicant wants to serve and a resumé that would explain the background of the applicant as well as what makes the applicant qualified to serve on the CBOC
3. Application is agendized to be reviewed at a public Facilities Committee meeting (2 Board members)
4. Applicants are provided 5 standardized questions by the Facilities Committee
5. The public is allowed to ask questions and comment on the application.
6. **ALL** applications are forwarded to the full Board of Education for consideration
7. The applications are agendized on a Board meeting where they are reviewed, the public is allowed to comment and then a vote is taken to either accept or deny the application.
8. Current CBOC members wanting an additional term **MUST** reapply and go through the same application process as new applicants

CURRENT APPLICATION PROCESS

9. CBOC application is submitted to District Staff AND CBOC Chair
10. Application includes basic contact information, which position is being applied to, which subcommittees the applicant might want to serve on, the question asking why the applicant wants to serve. **NO** resumé is required.
11. Application is agendized to be reviewed at a **private** Selection Committee meeting (2 Board members, 2 CBOC members and 1 Staff member)
12. Applicants are provided 8 standardized questions by the Selection Committee but the committee may ask additional questions that may or may not be applicable to the purview of the CBOC
13. **SOME** applications are forwarded to the full Board of Education for consideration
14. The applications are agendized on a Board meeting where they are placed on the Consent Calendar. An actual review, discussion and public can **ONLY** occur if the item is pulled from the Consent Calendar.
15. Current CBOC members wanting an additional term are **NOT** required to reapply and go through the same application process as new applicants

FUTURE AGENDA ITEM LOG

06/16/25

Item #	Description	Suggested	Agendized
25-1	Updated By-Laws	01.08.25	ongoing
25-2	Update the CBOC on the FAI recommendations	02.10.25	
25-3	Update the CBOC on the PMP	02.10.25	03.10.25
25-4	Update on the FAI Implementation Task Force	02.10.25	
25-5	Receive a comprehensive report on the 112 FAI Recommendations	02.10.25	
25-6	Review the inclusion at the beginning of the meetings of the Pledge of Allegiance, the Land/Labor and Body Acknowledgment and Anti-Racism policy	02.10.25	03.10.25
25-7	Provide a brief presentation on what to look for in the Bond Program Financial and Performance Audits	03.04.25	03.10.25
25-8	Discuss site visits	02.10.25	03.10.25
25-9	Discuss site visits	03.10.25	04.14.25
25-10	Discuss Spanish translation on recordings	03.10.25	04.14.25
25-11	Expanded communication between the CBOC and the public and staff	03.10.25	06.16.25
25-12	Discuss the option to archive Zoom recordings with Spanish language translation.	04.14.25	05.12.25
25-13	Agendize a musical interlude presented by CBOC member Andrea Landin	05.12.25	06.16.25
25-14	Discuss the option of changing the CBOC meeting dates to make it easier to include accurate financial reports in the Agenda Packet	05.12.25	06.16.25

FUTURE AGENDA ITEM LOG

06/16/25

25-15	Discuss options for updating the CBOC web site	05.12.25	06.16.25
25-16	Discuss the CBOC application process	05.12.25	06.16.25
25-17	Discuss an organizational chart (needs clarification)	05.12.25	TBD
25-18	Discuss the KPI Report with a focus on when it should be included in the Agenda Packet	05.12.25	06.16.25