

San Jose Unified School District
2004 Measure F
Citizens' Bond Oversight Committee

★ Report to the Public ★

March 14, 2005

On behalf of the members of the San Jose Unified School District Measure F Citizens' Independent Bond Oversight Committee, newly constituted as of June 2004, I am pleased to submit this Report to taxpayers and residents of the San Jose Unified School District.

The Committee and I wish to thank the District staff and the School Board members who have so diligently worked with us to maintain the processes established by the 2002-2004 Committee, and to sustain the Implementation Plan and procedures necessary to manage the expenditure of the \$429 million dollar bond passed in 2002. We appreciate this opportunity to serve the children, voters, and taxpayers of the District.

Respectfully submitted,

Allen M. Rice, Chair
Citizens' Bond Oversight Committee

Achievements:

The CBOC's primary responsibilities are to review and to inform the public about the District's management of Measure F funds. The following summarizes our fulfillment of those responsibilities for the 2004 year.

- In January, the first Annual Performance and Financial Audits for Measure F were approved and published. The Performance Audit cited three specific areas requiring attention as the rate of Measure F expenditures increases.
- Also in January, the Committee released its *Annual Report to the Public* for 2003.
- The Committee engaged independent legal counsel on two occasions relating to contracts issued for professional services; our counsel found that no laws had been violated, but offered seven recommendations to improve the District's contracting procedures. Those recommendations have since then been used in contracts and are being included in formal District policy.
- To avoid conflicts of interest in contracted Program Management and Construction Management roles, the Committee recommended and the District agreed to limiting the Program Manager's role to preclude negotiating or supervising Construction Management services..
- In June, the District selected members for the 2004-2006 version of the Committee, with existing members being interviewed as part of the same process. A total of 15 members was established,

10 being newly selected and 5 existing members being carried forward. 2 serving members were passed over for re-selection

- In June, the District agreed to take over the administration and maintenance responsibilities for the Community Day School from the County. Some members of the Committee objected to this, as being outside of Measure F scope, but the motion to formally oppose was not supported by a majority.
- The Committee suggested content and improvements to a District *School Construction Procedures Manual*. This Manual was completed and sent to the Board for approval in July.
- The Committee agreed to a conversion of the Implementation Plan, from being based upon individual schools to a process based upon projects spread over many schools but consisting of similar types of work. This conversion was completed in December. The revised IP was sent to the Board in December, with the Committee recommending acceptance.

We invite you to stay involved with us. If you have concerns about expenditure of Measure F funds, please do not hesitate to contact any member of the CBOC. Contact information can be found at: http://www.sjUSD.k12.ca.us/bond_project/Measure_F/memberlistpage.htm

Also, all members of the public are invited to attend Committee meetings. Our meeting schedule can be found at: http://www.sjUSD.k12.ca.us/bond_project/CBOC.html

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