PARCEL TAX OVERSIGHT COMMITTEE (PTOC) MEETING MINUTES

PTOC Members: Catherine Graham, Michael Smith, Nicole Erb, Darlene Marshall, Chazz Pono, Jennifer Wu, Chris Russell

Others present: Veronica Lara, Albert Beltran Jr., Stephen McMahon, Katie Chang, Carla Collins, Stephen Bachetti

I. Call to order and roll call (action)

II. Adoption of agenda (action).
M. Smith moves to accept and C. Graham seconds. Committee votes unanimously for adoption.

III. Welcome and introductions (information)

IV. Public comment (information).
None.

V. Adoption of minutes from October 14, 2019 meeting (action).
D. Marshall moves to accept. N. Erb seconds. Committee votes unanimously for adoption.

VI. Moss Adams reports on performance audit of 2018-2019 PTOC funds (information)

- Clean performance audit with only a few minor findings. Next year’s performance audit will follow-up on recommendations and see if they have been implemented.
- Committee discussed who is considered “educational staff” and “administrators” for retention bonus purposes. Considerations include what voters think and care about. D. Marshall noted that during campaign for Measure Y on which she worked, most people believed that Lenzen/higher-up people didn’t get the retention bonuses.
- S. Bachetti noted that the auditors considered the definition of “educational staff” but looked to the specific language of what was not allowed to find that District’s retention practice was permissible.

VII. Discussion of Measure Y annual report (information)

- Committee suggests staff prepare data on retention bonuses distributed at school vs. non-school sites, budgeted vs. actual vs. spending for expenditures, community events attended by public engagement officer, retention metrics, number of parcels vs. number of exemptions. Data will be provided to subcommittee for inclusion in annual report.

VIII. Formation of subcommittee on Measure Y annual report subcommittee (action)

Preparing today’s students to be the thinkers, leaders, and creators of tomorrow.
IX. Review and adoption of PTOC bylaws which have been created by the bylaws subcommittee (action)
   After discussion on changes recommended by C. Pono and M. Smith, Committee delays adoption until March 2, to give members additional time to consider suggested proposals. M. Smith volunteers to suggest edits to resolve open comments. Committee requests staff updates the SJUSD website to make location of PTOC information more clear.

X. Election of vice-chair and secretary (action)
   M. Smith volunteers to be vice-chair and N. Erb to be secretary. D. Marshall moves to elect, C. Graham seconds. Committee votes unanimously for election.

XI. Agenda items for future meetings (March 2) (information)
   - For March 2:
     - Adopt bylaws
     - Subcommittee presents draft annual report for Committee to review and approve.
     - Update on 19-20 Measure Y spending, especially with respect to college and career centers open bell to bell.
   - For May 18: B. Spielberg to present on PEO. Presentation on how Measure Y exemptions are processed.

XII. Adjournment (action)
    J. Wu moves and C. Russell seconds. Committee votes unanimously.