

Citizens' Oversight Committee

State Requirements vs. **BOUSD** Approach

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Citizens' Oversight Committee Minimum Requirements



Statutory Requirement

ARTICLE 2. Citizens' Oversight Committee [15278 - 15282] (*Article 2 added by Stats. 2000, Ch. 44, Sec. 3.)*

After bonds are approved at a Prop. 39 election, the governing board shall establish an independent Citizens' Oversight Committee ("COC") of the District (Educ. Code, § 15278(a)) within 60 Days of Board certifying the election results in the minutes of the Board (Educ. Code, § 15274)

- **Purposes**
 - Ensuring that bond revenues are expended only for the purposes — Inform the public about the expenditure of bond proceeds
 - Ensuring that, as prohibited by subparagraph (A) of paragraph (3) of subdivision (b) of Section 1 of Article XIII A of the California Constitution, no funds are used for any teacher or administrative salaries or other school operating expenses
- **Functions**
 - Review annual, independent financial and performance audits required by Prop. 39 and prepare annual, and final, reports to the Board and public
 - Make physical inspections of the school buildings and grounds
 - Review any deferred maintenance plans, and
 - Review District efforts to maximize bond revenues through implementation of cost containment measures
- **Powers not granted**
 - To determine how bond funds may be spent
 - Not considered advisory to the Board

Selection of Seven (7) COC Members

(Minimum Requirements)

A member shall (Educ. Code, § 15282)

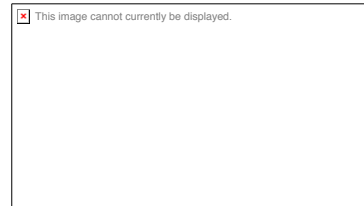
- Serve without compensation from the following areas:
 - One member shall be the parent or guardian of a child enrolled in the District.
 - One member shall be a parent or guardian of a child enrolled in the District and active in a parent-teacher organization, such as a Parent Teacher Association (PTA) or School Site Council.
 - One member shall be active in a business organization representing the business community located within the District.
 - One member shall be active in a senior citizens' organization.
 - One member shall be active in a bona fide taxpayers' organization.
 - Two members of the community at-large.
- Serve for a term of two (2) years and no more than three (3) consecutive terms

A member shall not be:

- Any District employee or official
- Any District vendor, contractor, or consultant
- Any person with a conflict of interest

BOUSD: Seven (7) COC Members

- District will provide OCTax approved training for School Bond Citizens Oversight Committee members and District employees responsible for working with COC members.
- In meeting the requirements of the California Education Code, that all documents received and reports issued by the citizens oversight committee be a matter of public record and be made available on an Internet Web site maintained by the governing board of the district, the district will place a prominently displayed and clearly marked direct link to all bond information and Citizens oversight material on the homepage of the district's website.
- The Taxpayer Association Representative on the COC must come from a bona fide Orange County countywide taxpayer association. The OCTax CEO must approve any COC Member being appointed as the Taxpayer Association



Meetings of COC Members

- Minimum of one (1) meeting a year
 - **BOUSD: Four (4) meetings per year**
- **COC member participation in the RFQ scoring review of Construction Manager and Architects for bond funded projects**
- **Required to file a Form 700 Statement of Economic Interests to ensure transparency and accountability of all participating COC members**
- **Receive quarterly project updates** from the District, including project plan changes on work being done and informed of upcoming project plans
- Subject to Act per Educ. Code, § 15280
- Brown Act Compliant
 - Meetings are open to the public with a posted agenda and minutes
 - Teleconferencing must be from a publicly accessible location; at least a quorum must be within District boundaries
 - Agenda must be posted and public able to address COC at each location (Gov. Code, § 54953(b)(3).)
- Public may comment on agenda items before or during consideration of the item
- Time must be set aside for public comment on any other matters under the COC's jurisdiction
- The COC may place reasonable time limitations on particular topics or speakers

Administrative Support provided by District Staff

- Preparing, mailing and posting agendas for meetings of the Measure G-COC in compliance with the Ralph M. Brown Act;
- Preparing and submitting documents (including agenda materials) to the COC members and to members of the public in compliance with the Ralph M. Brown Act
- Arranging for meeting locations and preparing meeting facilities for scheduled meetings of the COC;
- The taking, transcribing, providing and maintaining of minutes of the COC meetings which minutes shall, at a minimum, include an identification of all COC members present and absent at any meeting of the COC and a statement of the vote on each issue of business directed, determined or set out by the COC;
- Maintaining COC records and responding to Public Records Act requests directed to the COC by the public. Public Records Act requests and responses shall be handled according to the same procedures as are applicable to the District in accordance with applicable law and the current requirements of the Public Records Act. (Government Code Section 6250 et seq.).
- **Arranging tours and inspections of school facilities and grounds, during normal District business hours, as may be reasonably scheduled by the COC**
- Providing audits, and written reports as provided, **and providing, operating, maintaining and updating the COC Internet Website**



Brea Olinda Unified School District seeks qualified volunteers to fill the following vacancies on the bond measure Citizens' Oversight Committee:

1. Business organization member;
2. Senior citizens organization member;
3. Taxpayers' organization member;
4. Parent or guardian of a student enrolled at BOUSD;
5. Parent or guardian of a student enrolled at BOUSD active in PTA or School Site Council; and
6. Two at-large community members.

If you are interested in being a part of the Citizens' Oversight Committee, please contact the Office of the Assistant Superintendent, Business Services 1 Civic Center Circle, Brea, Ca 92882 - 714-990-7812
rchampion@bousd.us



Citizens' Oversight Committee Membership:

California law requires certain persons to be represented on the Citizens' Oversight Committee ("Committee"). Please indicate all Committee designation(s) for which you are qualified:

☐ **Business Representative**

Company Name: _____

☐ **Active Member of Senior Citizen Group**

Group Name: _____

☐ **Member of Taxpayer Organization**

Org. Name: _____

☐ **Parent of a School District Student**

Student/School Name: _____

☐ **At-Large Community Member**

☐ **Active PTO/PTA or Site Council, School District**

Name of PTO/PTA or Site Council: _____

*If possible, please provide a contact person and phone number of the organization in which you are active.
Please Note - the Brea Olinda Unified School District (School District) may contact these organizations to verify your participation.

General Information (Please Print):

Name: _____

Home Address: _____

Home Telephone: _____ E-mail: _____

Employer Information:

Name of Employer: _____

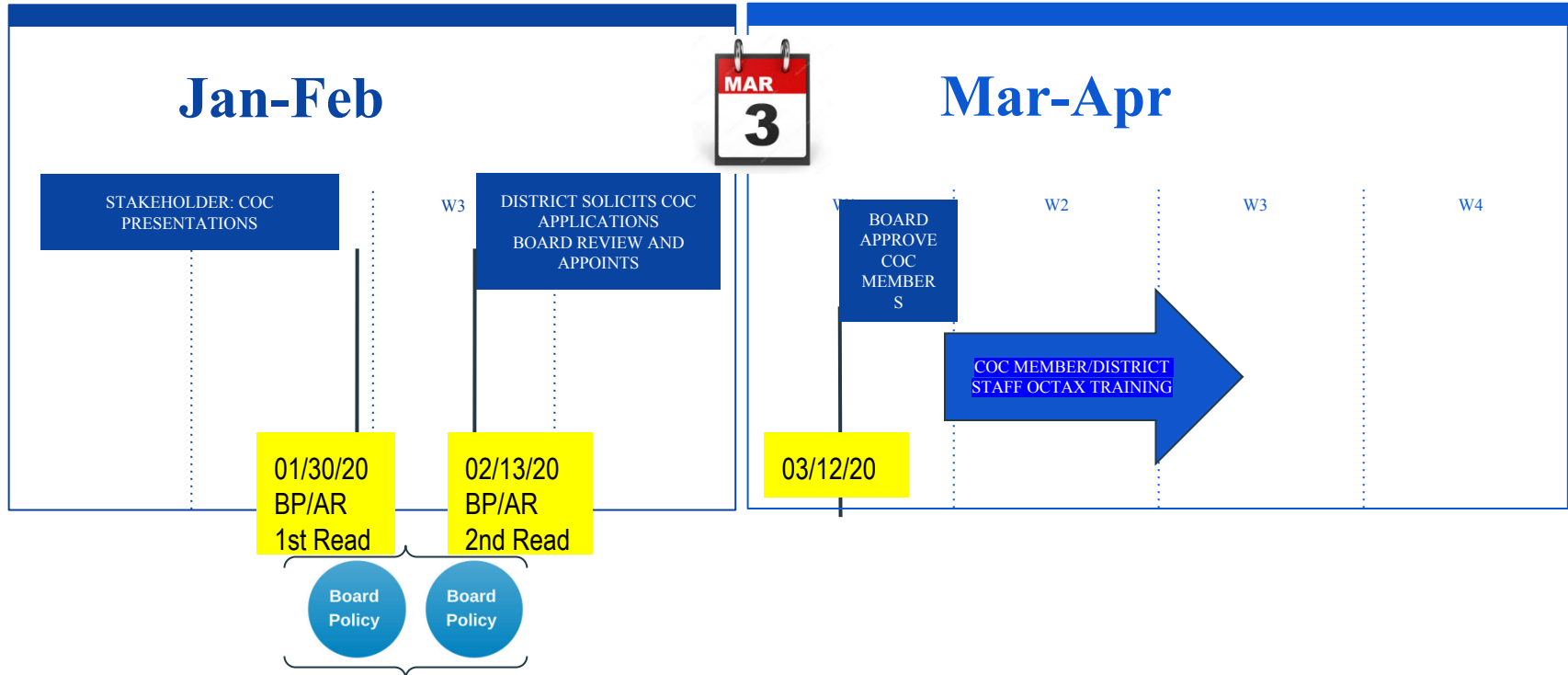
Work Address: _____

Work Telephone: _____ E-mail: _____

DRAFT

COC TimeLine

BOARD ADOPTS RESOLUTION CERTIFYING ELECTION RESULTS: 60 DAY COC FORMATION



Important takeaway

District has adopted Resolution 19-42
increasing the accountability and
transparency beyond the minimum statutory
requirements.

Questions? Comments!