

# SAUGUS UNION SCHOOL DISTRICT MEASURE EE CITIZENS OVERSIGHT COMMITTEE

## ANNUAL REPORT

Dated May 23, 2019

On November 4, 2014, the voters residing within School Facilities Improvement District No. 2014-1 of the Saugus Union School District ("SFID No. 2014-1") approved the Saugus Union School District ("District") Measure EE general obligation bond measure. The Measure EE election was called in accordance with the California Constitution and laws, including, but not limited to, the "Smaller Classes, Safer Schools, and Financial Accountability Act," also known as "Proposition 39."

The Saugus Union School District Measure EE Citizens' Oversight Committee ("COC") has approved and adopted this annual report, in accordance with Education Code Section 15280(b). The purpose of this report is to inform the public regarding expenditures of proceeds of the Measure EE general obligation bonds, for the period from July 1, 2017, to June 30, 2018 ("Reporting Period").

### **I. COC membership and officers.**

The membership on the COC presently consists of the following individuals:

- Mr. Collin Schoenfeld (Parent Representative 2017-2019)
- Ms. Patricia Conwell (Senior Citizen's Representative 2017-2019)
- Mr. Chris Gerrick (Parent Representative 2017-2019)
- Ms. Hilary Schardein (PTA-PTO Representative 2016-2018)
- Mr. Jason Fletcher (Business Organization Representative 2016-2018)
- Mr. Samuel Yu (Parent Representative 2016-2018)
- Mr. Robert Aholt (Business Organization Representative 2017-2019)
- Mr. Jason Warren Gibbs (Taxpayer Organization Representative 2017-2019)
- Mr. Paul Travis (Parent Representative 2017-2019)

The following individuals are the current officers of the COC:

- Mr. Collin Schoenfeld (Chairperson)
- Mr. Sam Yu (Vice Chairperson)

**II. COC activities during the Reporting Period.**

For information regarding the meetings and activities of the COC, please see the COC meeting minutes on the COC website, at the following link: <http://www.saugusud.org/About-SUSD/District-Bond-Measure-EE/Measure-EE-Information/index.html>. All approved minutes and annual reports of the COC are available for review on the COC website. Additional documents and reports are posted at the COC website in accordance with the guidelines and policies applicable to the COC or as otherwise directed by the COC.

**III. COC findings for the Reporting Period.**

As required to comply with the requirements of Proposition 39, the COC must make certain findings regarding its activities and regarding the expenditure and use of Measure EE bond proceeds. The COC hereby finds and determines as follows:

1. The COC met regularly during the Reporting Period.

The meetings of the COC are described in the minutes of the COC meetings posted on the COC Website.

2. The COC received and reviewed relevant reports and other information.

The COC received various reports (both written and oral) relating to expenditure of Measure EE bond funds during the Reporting Period (including, but not limited to, expenditure reports and project timelines) and has visited the sites of projects funded using Measure EE bond funds. A complete list of the reports received and reviewed by the COC is available at the District Office for review by the public upon request and on the COC website.

3. The COC has visited District schools and project sites.

The specific projects authorized by Measure EE, and construction updates relating to those projects, are described on the COC website. The schools and project sites visited by the COC, for purposes of obtaining information regarding the projects for which Measure EE bond funds have been expended, are described in the minutes of the COC meetings available on the COC website.

4. Measure EE bond funds have been expended only for the projects authorized by Measure EE.

Based on the documentation and information that it has reviewed, the COC finds and determines, in accordance with Education Code Section 15278(b)(1), that the District has expended Measure EE bond funds only to pay the costs and expenses associated with the construction, acquisition, and installation of projects as are authorized by Measure EE.

5. Measure EE bond funds have not been expended for teacher or non-construction related administrator salaries or other school operating expenses that are not bond related.

Based on the documentation and information that it has reviewed, the COC finds and determines, in accordance with Education Code Section 15278(b)(2), that the District has not expended Measure EE bonds funds to pay teacher or non-construction related administrator salaries or other District operating expenses.

6. COC received and reviewed the Fiscal Year 2017-2018 audit reports.

The accounting firm of Vavrinek, Trine, Day & Co., LLP (“VTD”) prepared the annual Measure EE performance and financial audits for Fiscal Year 2017-2018 (i.e., the Reporting Period), as a single audit report (“2018 Measure EE Audit”). The 2018 Measure EE Audit is currently available for review on the COC website. The COC received and reviewed the 2018 Measure EE Audit, and took action during its February 7, 2019, meeting to file and receive the 2018 Measure EE Audit. At such meeting, the COC determined that the 2018 Measure EE Audit did not indicate, in connection with the expenditure and use of Measure EE bond funds, any irregularities or failures to comply with statutory and Constitutional requirements.

7. The COC received from the District all necessary and requested technical and administrative assistance.

During the Reporting Period, the District made presentations to the COC, provided necessary documents and information to the COC, and provided any necessary and requested architectural, construction management, legal, and administrative support and assistance to the COC. Based on the foregoing, and the documentation and information provided to it, the COC finds and determines that the District, as required by Education Code Section 15280, has provided all such necessary and requested technical and administrative assistance without expending Measure EE bond funds for such purposes.

8. COC website is operating and makes available all required documentation and information (Education Code Section 15280(b)).

The District, on behalf of the COC, operates and maintains the COC website, which can be accessed at the link set forth above in this Annual Report. As required by Education Code Section 15280(b), information regarding the COC, its activities, and the documents received and reviewed by the COC, is available for review on the COC website.

9. Based on the foregoing, the District fully complied, during the Reporting Period, with the requirements of Article XIII A 1(b)(3) of the California Constitution.

**IV. Approval and adoption of Annual Report.**

The COC approved and adopted this Annual Report during its meeting held on May 23, 2019.

**Attest:**



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Collin Schoenfeld, Chairperson  
Saugus Union School District  
Measure EE Citizens' Oversight Committee