

Citizen Oversight Committee – Measures M & O
San Mateo Union High School District
Meeting Minutes

Meeting Date: March 11, 2017
Place: District Office, 839 Hinckley, Burlingame, Glass Conference Room
Time: 9:00 am
Prepared by: Notes taken by Maritsa Chew, Executive Coordinator; transcribed by Pam Chavez, temp

Citizen Oversight Committee members

in attendance:

Pat Griffin (PG)	Cindy Montgomery (CM)
Don Freeman (DF)	Jonathan Ng (JN)
Brian Beswick (BB)	Kerry Hyman (KH)

not in attendance:

Mike Loy (ML)

SMUHSD Staff and Board of Trustees members in attendance:

Elizabeth McManus, Deputy Superintendent Business Services (EM)
Debbie Arobio, Capital Facilities Fiscal/Purchasing Manager (DA)
Maritsa Chew, Executive Coordinator to the Deputy Superintendent, Business Services (MC)
Linda Lees Dwyer, SMUHSD Board of Trustees (LLD)
Linda Carlton, Director MO&F (LC)
Jim Hyde, Manager of Operations (JH)

Others in attendance:

John Dilena, Greystone West (JD)

NOTES:

- A. Meeting was called to order at 9:00 A/M.**
- B.** (EM) announced that Adam Coll has left Greystone and introduced John Dilena as his COC replacement. Linda Carlton and Jim Hyde were also introduced.
- C. Approval of Minutes**
 - 1.** (DF) motion to approve and (BB) seconded. December 8, 2016 minutes were approved and recorded.
- D. Review Annual Report**
 - 1.** Annual report was discussed. (EM) presented to Board due to (DF)'s flight delay. (DF) asked if the COC's concerns in cover letter were addressed. (EM) responded that there was support for deferred maintenance and the panels.
 - 2.** (EM) reported that Measure D is 15 years old. The District had adequate staffing at that time. Now it needs to revisit this and the deferred maintenance issue. The HVAC needs replacing (ie: carpet, flooring). Measures D, M, & O have added a lot of square footage.
 - 3.** (DF) expressed concerns regarding the schools transite panels.(JD) discussed solutions, and added it is quite expensive. Additional discussion on importance of replacement and priorities. Discussed taking this issue back to the Board. (BB) mentioned that the COC has addressed this issue with the Board 3 times. (JD) said he would get an estimate to tackle the most egregious walls.

E. Peninsula High School Site

1. (EM) said that maintenance, student nutrition and technology, which are currently at PHS, will be coming down to new District Office.
2. The District is looking for a property for PHS. Closer proximity to District Office would mean that if there was a serious issue at PHS, a District representative could step in. Also, if it were close to an office park, the students would have access to work experience.
3. There has been difficulty finding a property of 1 to 2 acres for PHS. Still trying to find the perfect site.

F. Housing Project

1. Community meetings have been held where 140 housing units at Mills High School have been discussed. It is a central location and close to BART.

G. Construction Financial Report

1. (DA) reviewed current financial report with committee.

H. Non-Measure M&O Projects

1. Hillsdale High School – Front office needs reconfiguration. No way to keep students out, needs more privacy
2. San Mateo High School – Enrollment is up. Will have 1700 students next year. Need lockers. Some students now don't have lockers or share.
3. Capuchino High School – Science Building doesn't have adequate classroom space. They want a new \$30m building. CHS's modernization was done under Measure D, now they want it to be revisited.
4. Burlingame High School – Has 3 portables in back. If they are going to be permanent they will need to be cemented.
5. Hinckley Property for DO – Has been purchased. Bought used Google cubicles to use in building.

I. Items for Next Agenda:

1. Need to recruit new members
2. COC members may submit any topics that they would like placed on the agenda to Maritsa Chew, 650.558.2204 or mchew@smuhdsd.org.
3. **Set Next Regular Meeting Date:** The next meeting date will be Wed, June 14, 2017 at 5:30

J. Tours of Schools

1. Hillsdale High School: COC toured the new CTE Building
2. Aragon High School: COC toured the new stadium lights and the new 20 Classroom Building.

K. Adjournment

1. Meeting and tours adjourned at 1:00 PM.

END OF MEETING MINUTES