

**MEASURE F CITIZENS' OVERSIGHT COMMITTEE  
Regular Meeting  
District Office  
1000 Yulupa Avenue, Santa Rosa  
October 18, 2016**

**Minutes**

Present: Deanna Olivarez  
Emily Asencio  
Ellen Turner

Absent: Scott Harris  
Trisha Meisler  
Jeanne Levin  
Valerie Hulsey  
Manuel Chavez

Administrators: Joe Pandolfo, Deputy Superintendent

Others: Cindy Mendenhall, Administrative Assistant  
Interested staff

**1. OPEN SESSION: PLEDGE OF ALLEGIANCE,  
CALL TO ORDER AND ROLL CALL**

Ms. Turner called the meeting to order at 4:10 p.m.

**2. AGENDA MODIFICATIONS/ADDITIONS**

There was not a quorum so no action can be taken on any item.

**3. AGENDA AND CONSENT ITEM APPROVAL**

There was not a quorum so no action can be taken on any item

**3.1 Minutes of February 4, 2016 Regular Meeting**

**4. PUBLIC AND EMPLOYEE REQUEST TO ADDRESS THE OVERSIGHT  
COMMITTEE**

None

## **5. INFORMATION**

### **5.1 Review of Bylaws, Duties**

Dr. Pandolfo reviewed the Bylaws of the Oversight Committee and the responsibilities. See Section 3.1-3.5.

### **5.2 Detail Budget and Expenditure Reports**

Dr. Pandolfo reviewed the school sites expenditure reports as of January 2016.

### **5.3 Committee Members Reappointment Process**

Dr. Pandolfo discussed the Committee members' terms of service. We are at the end of two years. He will contact each member whose term is expired to see if they would like to be reappointed for two more years.

### **5.4 Financial and Performance Audits**

Dr. Pandolfo discussed the timeline for the Financial and Performance Audits. We will receive the audit reports in January.

### **5.5 Report to the Community**

Dr. Pandolfo discussed the template of the annual report to the community. Ellen Govan will attend the February Rincon Valley USD Board meeting to present the report to the community.

## **6. COMMITTEE / DEPUTY SUPERINTENDENT COMMENTS/QUESTIONS**

None

## **7. FUTURE AGENDA ITEMS**

- a. Project Budget and Expenditure Reports
- b. Financial and Performance Audits
- c. Future meeting dates
  - February 2017

## **8. ADJOURN**

The meeting was adjourned at 4:45 p.m.

Cindy Mendenhall  
Assistant to the Superintendent