



**PASADENA UNIFIED SCHOOL DISTRICT (PUSD)
CITIZENS' OVERSIGHT COMMITTEE (COC) MEETING
Meeting Minutes of October 19, 2016**

Location: Pasadena High School, Room 203, 2925 E. Sierra Madre Blvd. Pasadena, CA 91107

Present: Gretchen Vance, Quincy Hocutt, Willie Ordonez, Clifton Cates, Jen Wang, Geoffrey Commons, Derek Walker, Diana Verdugo, Mikala Rahn, Joelle Morisseau-Phillips, Glen de Veer, and Chris Romero.

Absent: Steven Cole

Pasadena Unified School District (PUSD) Board Member Liaison: Patrick Cahalan

PUSD Staff: Nelson Cayabyab, Chief Facilities Officer; Nadia Zendejas, Executive Secretary; Anson Rane, Project Manager.

Guests: Jimmy Whittington of Nigro & Nigro Accounting

I. CALL TO ORDER

Ms. Vance

The meeting was called to order at 6:34 PM.

Ms. Vance announced the resignations of two Citizens' Oversight Committee (COC) Members: Pam Boxley and Julie Root. Ms. Vance requested the PUSD Board to seek new members for the COC, and Mr. Cates requested COC involvement in the selection process for new members. Mr. Cahalan later said that he thought such involvement was appropriate.

II. PUBLIC COMMENT

There was no public comment.

III. APPROVAL OF JUNE 15 AND SEPTEMBER 21, 2016 MEETING MINUTES

Action: Mr. Cates moved to approve both the June 15 and September 21, 2016 meeting minutes as submitted.

The motion carried by a vote of 11 to 0. Geoffrey Commons abstained.

IV. PERFORMANCE AND FINANCIAL AUDITS

Mr. Whittington

Mr. Whittington presented the committee with a booklet of the Financial and Performance audit of the Measure TT Bond Building Fund for the fiscal year ended June 30, 2016. He briefed the committee on the following topics: scope of the audits, financial statement audit, performance audit, internal control review, and findings.

- Mr. Whittington informed the Committee that the auditors look at procedures of the audit subject and perform tests on a selection, but not all, of the total expenditures to obtain reasonable, but not absolute, assurance that the auditor's opinion is correct. In this case, the audit firm considered more than 50% of the total Measure TT expenditures. A risk

assessment is done to determine where the higher risk areas are in the financial statements regarding compliance and then a test is made of those areas. The auditor has issued a clean opinion stating that for the fiscal year ended June 30, 2016 the financial statements present fairly, in all material respects, the financial position of the Measure TT General Obligation Bond Building Fund of the PUSD and the changes in financial position thereof for the fiscal year then ended in accordance with generally accepted accounting principles. The firm did not provide an opinion on the adequacy of the District's internal controls. The opinion contained a finding that, contrary to established procedures, change orders at Field Elementary exceeded ten percent of the original contract price. The District responded that this work was already completed at the time of the audit and that new management would comply with the rules on future projects.

- Mr. Cates asked Mr. Whittington how he could rely on the District's internal controls for the purpose of rendering a final opinion while expressly disclaiming any opinion on the adequacy of those controls. Mr. Whittington responded that the purpose of the audit is to give an opinion on the financial statements which stand apart from the internal control system. He added that the purpose of the audit is to look at the financial statements making sure they are fairly presented, and it is not to look at internal controls. Mr. Cates was not convinced by this explanation but did not pursue the matter further.
- Mr. Commons was concerned with construction cost overruns and he asked how many samples were tested. Mr. Whittington replied that they select a sample of contracts, and they tested greater than 50% of the total Measure TT expenditures. Mr. Commons requested that for next year's audit, the Committee choose specific areas or contracts that they would like the audit to focus on.
- Mr. Whittington then reviewed and explained each page of the audit report. He added that the District received a clean audit opinion, which is the highest level of opinion that an auditor can give on financial statements.
- Mr. Cates questioned how the auditors determine what portion of District employees' salaries should be charged to Measure TT and what portion should not be so charged and asked what the portion should be. Mr. Whittington replied that they do not make a determination of what salaries should be charged or should not be charged to Measure TT as that is the District's determination. His firm ensures only that that determination is reasonable. He added that most of the employees that they tested were charging 100% to Measure TT. His firm looks at employee job descriptions and they also make sure that there are no teacher or administrator salaries being charged to Measure TT. He added that his firm endeavors to determine that the only salaries being paid out of measure TT are for employees working on the bond program. Mr. Cates added that the Committee must ask the District the basis on which the allocations of employee salaries to Proposition TT funds are made.
- Ms. Wang commented that compared to last year's salary and benefit costs, this year they have doubled and asked if this had triggered any attention. Mr. Whittington replied that this year the District had filled some personnel vacancies, accounting for the increase. Mr. Cayabyab added that he had indeed increased his staff and that there are more construction projects going on this year than last.

Action: Ms. Wang will put together a list of questions for PUSD staff regarding the change in salary increases compared to last year's employee salaries.

- Mr. Cates asked Mr. Whittington that, beginning with the fiscal year ending June 30, 2017, financial statements show both current year and preceding year income statement and balance sheet items to facilitate a comparison between the two years. Mr. Whittington agreed and acknowledged that because there is no additional work for Nigro & Nigro there would be no additional costs.
- After the audit presentation, the COC took a brief tour to observe the condition of the student restrooms in the G building of Pasadena High School. Complaints had been received regarding unacceptable conditions in these bathrooms. The tour revealed no adverse conditions, but members questioned why these rooms were kept locked during the day without letting the students have access.

V. PENDING BUSINESS

A. Preparation of COC Meeting Minutes

Ms. Wang and Mr. Hocutt

I. Continuing Problems:

- Mrs. Wang expressed concern about not receiving the initial rough draft of the COC meeting minutes from District staff in a timely manner.
- II. Review of the schedule for production of the minutes previously approved by the Committee and the District and ensuring adherence thereto:
 - The District and the COC Minutes Subcommittee agreed that District staff will provide the COC with rough draft minutes seven (7) business days after the COC meeting.
- III. Continuing need for satisfactory transcription software:
 - The *Dragon* transcription software proved not to be satisfactory for transcribing multiple voices, and the software has been returned for a refund.
 - As a written transcription is still a necessity, Mr. Hocutt suggested reimbursing either a PUSD employee or a temporary employee to transcribe the minutes utilizing the recording. Mr. Cayabyab will consider paying an individual on an hourly basis to transcribe the meeting minutes and will report the results of his efforts at the next meeting.

B. Independent counsel analyses and recommendations

Mr. Cates

- Mr. Cates reported he had posed two questions to independent counsel regarding paying PUSD employees out of TT funds. Counsel replied that salaries of District staff may be paid with proceeds of the Measure TT bonds if the work performed by staff is essentially equivalent work that would have been performed by a contractor or vendor and the cost is capitalized by the District. If the cost is expensed it would be an indication that the District is merely shifting general fund expenditures to Measure TT funds. This issue was considered to be something of a gray area, and the District does need to demonstrate that the work completed by staff would otherwise be completed by a contractor or vendor and that the work constitutes a capital expenditure.
- Mr. Cates requested that the Committee receive from the District a reasonable allocation basis for expenditures that are shared between general funds and Measure TT funds.

- Mr. Cayabyab stated that in the future he will inform the Committee of proposed bond expenditures before they are vetted by the Facilities Committee so as to give the COC an opportunity to provide their recommendation for utilizing Measure TT funds, or not, on new proposed projects.

C. Action taken on proposed Measure TT expenditures previously reviewed by the Committee

Mr. Cayabyab

- Mr. Cayabyab informed the Committee that the Board Reports that the Committee recommended for approval were approved by the Board of Education at the Board's meeting. The Board Reports that were not recommended by the COC were pulled by Mr. Cayabyab and were not submitted for Board approval. He added that Committee meetings are timed so that the Committee may review the proposed Proposition TT expenditures (Board Reports) and provide their recommendation before the Board Reports are submitted for Board of Education approval.

D. Member photographs for the COC website

Ms. Vance / Mr. Hocutt

- Mr. Hocutt informed the COC that three members have not yet had their photograph taken for the COC website. Photographs of two of the members were obtained at the conclusion of the meeting and one member abstained.

E. Updating school site council representative information

Ms. Vance and Mr. Hocutt

- Mr. Cayabyab commented that the Board approved the Educational Master Plan and Facilities is moving forward with the feasibility studies on the sites with no on-going construction and verifying that as-built conditions reflect existing plans. He advised the Committee to get involved in the feasibility studies to be informed on future work on these sites.
- Mr. Hocutt will work with Mr. Cayabyab to update the school site council list to confirm which school sites have construction in process and which do not.

F. COC Website

Messrs. Cates and Hocutt

- Mr. Cates and Mr. Hocutt reported they had met with Project Manager Kris Zazirski regarding the Committee portion of the District's website, that he was very cooperative and has now completed the changes requested to date by the Committee. There was one change needed to the main PUSD website which will be pursued via the PUSD webmaster, Beth Leyden.

G. Participation in Committee activities by *all* members

Ms. Vance / Mr. Hocutt

- Ms. Vance tabled this item for next month's meeting.

VI. NEW BUSINESS

- A. The District will propose the expenditure of Measure TT funds for water testing costs for all school sites and historical surveys for the Linda Vista and San Rafael sites.

- Mr. Cayabyab informed the Committee that both of the noted items had not yet been submitted for Board approval. The Committee deferred consideration of those two items until such time as they are formally proposed in Board Reports.

B. Preparation by the District of a comprehensive report showing what projects are in progress, their current status, expected completion dates, and cost. *Mr. Hocutt*

- Mr. Hocutt requested that this item be tabled until next month's meeting as a proposal is currently in work.

C. Appointment of a new COC Project Finance Monitor to be responsible for presenting the budget report. *Ms. Vance*

- Ms. Jen Wang was appointed as the new COC Project Finance Monitor, replacing Pam Boxley who has resigned from the committee.

D. Election of a new Vice Chair *Ms. Vance*

- Ms. Vance suggested that Mr. Cates be selected as the new Vice Chair.
Action: Mr. Commons moved to elect Mr. Cates as the new Vice Chair and Mr. Hocutt seconded. The motion was carried unanimously. Vote: 11 to 0

E. Timely implementation of decisions of the Committee *Ms. Vance and Mr. Hocutt*

- Mr. Hocutt reminded the Committee to respond to e-mails in a timely manner when their input is being requested. It is a fundamental duty of the Committee members to keep work in process between Committee meetings.

F. Expectation that *all* COC members will participate in the Committee's work
Ms. Vance and Mr. Hocutt

- Ms. Vance requested that all committee members volunteer and actively participate to complete their individual responsibilities.

G. Revisions of Site Council guidelines *Messrs. Hocutt and Cates*

- Ms. Vance tabled this item until next month's meeting. Mr. Cates will prepare a revision of the existing guidelines.

H. Removal of members who miss 3 consecutive meetings *Ms. Vance*

- The by-laws of the committee allow for removal of a member who misses three consecutive meetings. No action was required at this time due to the resignation of an affected member.

I. Preparation of a COC Handbook for new members. *Mr. Hocutt*

- Mr. Hocutt discussed the need to create a COC member handbook for new and future members. The establishment of the new COC website will make much of this material readily available.

J. Annual Report to the Board for fiscal year ended 6-30-16

Ms. Vance

- Ms. Vance will prepare a draft of the Annual Report to circulate to the Committee at the time the agenda for next month's meeting is distributed. She asked everyone in advance to review it and if they have any comments or suggestions to bring them to the next meeting. This report will be a topic of discussion at next month's meeting.

VII. Report by Chief of Facilities

- Mr. Cayabyab provided the COC with the updated project status report. Ms. Vance mentioned that Mr. Cayabyab had added to the report information the COC members had requested. This information provides the name of the project manager who is overseeing each project.

VIII. Report by Board of Education Liaison

- The Facilities Committee meeting will take place on October 20, 2016.
- Mr. Walker will attend the Facilities Committee standing in for Mr. Cole who will be unable to attend.

IX. Report by COC Liaison to Facilities Committee

Mr. Cole

- Mr. Cole was not present at this meeting due to work related issues and no report was made.

X. Future Meeting Agenda Items, Dates, and Locations

Ms. Vance

- The next COC meeting will be held on November 16, 2016 at the District Headquarters Office on Hudson Avenue in Conference Room 229.

XI. Adjournment

Ms. Vance

- The meeting was adjourned at 8:39 PM.



Pasadena Unified School District Service Center Facilities Department

Project Updates

Date: October 2016

Project Manager: George Kwiter

Marshall FS – New Gym

At Marshall FS Four (4) classrooms have been turned over to the school and are currently in use. The Gym flooring has been completed and the bleacher installation will take place in about two (2) weeks. This will be followed by the sealing and striping of the floor. Exterior site work is almost complete, the next stage will be asphalt paving followed by seal and stripe of the new parking lot layout. Targeted completion date is October 31.

Marshall – Existing Gym

Construction scope has been completed and site has been turned over for school use.

Muir HS – Black box

Staff restrooms have been completed and will be turned over to the school next week after architect's punch walk.

Muir HS – Modernization

Contractor has mobilized and started the containment process for the asbestos abatement. We are monitoring consultant on site overseeing the abatement activity. This project will commence in 2 weeks' time.

Washington MS – New Gym

The Washington MS Gym interior is almost completed and the striping of the gym floor will commence next week pending the architect's approval that the site concrete work is complete. Landscaping will start next week and the punch walk will be scheduled towards the end of October.

Roosevelt ES – New MPR

The Plans for the new Multipurpose Room are ready to be submitted to DSA pending a payment from district for the Geotechnical report review by the state.

Pasadena HS – Gym Renovation

PHS School staff has cleared out of the locker facility in order to allow for construction mobilization. We will be purchasing a restroom building that will provide interim restrooms for the Gym staff and students for the entire construction period. We anticipate receive the notice to proceed towards the middle of October.

Project Manager: James Vu Report

Sierra Madre MS

Software upgrades are required for six (6) new Network Controllers / Automation Server (AS-P). PUSD will be conducting the software updates itself with no issue of the voiding the warranty that we hold with the EMS contractor who installed the system.

Eliot MS – Central Plant

Replacement is required for one of the two (2) chillers at Elliot Ms. the second Chiller needs to be retrofitted

Sierra Madre ES – Cooling Tower Replacement

The mechanical/EMS drawings for the cooling tower replacement have been reviewed and marked up by James Vu and Ned Khachikian and have been sent back to Architect / MEP for review and pending final set of drawing.

Altadena ES

Altadena ES will need two (2) Chillers replaced as soon as possible.

Field ES – Central Plant

The Central Plant Chillers at Field ES require replacement. The shelf life on these systems is 3 to 5 years. Chiller one (1) has continued to be low on fluids and requires thorough inspections. If after the inspection we are not able to fix the issue we will need to replace chiller one (1) soon.

Washington ES

The facilities staff will continue to monitor the HVAC system at Washington ES.

Madison ES

PJHM has conducted an assessment of the current HVAC and EMS systems and have been very helpful in providing an in depth analysis of the systems current condition.

Norma Coombs – Central Plant Replacement.

Awaiting the Chiller resizing design from our Mechanical Engineer.

Project Manager: Kris Zazirski

Field ES:

Completed Projects

- Installation of 2 portable classroom (Punch list in progress)
- Renovation of Boys Restroom in Building B (Punch list in progress)
- Roof restoration on Portable Classroom H

Norma Coombs ES:

Completed Projects

- Interim housing completed which included three(3) portable classrooms (punch list is still ongoing)
- Fencing project completed

Project awaiting approval

- DSA Addendum #1 for portable classroom
- DSA Addendum #2 for new admin/classroom

Sierra Madre ES:

Cooling Tower replacement is in design stage.

Burbank ES:

Completed Projects

- Accessible walkway completed on 8-27.16
- Summer work for site was completed prior to the start of the new school year

Ongoing Projects

- Fencing & Gates have been fabricated
- Portables for the Early Child Development Program were delivered and in place.

San Rafael ES: Roof Replacement

- Bid awarded and NTP was issued
- HAZMAT items were removed, summer 2016
- Procurement of roofing materials
- Contractor to start the week of September 19th 2016

Project Inspector: Ned Khachikian

Burbank ES

This project was 100% complete on 8/12/16. On 9/27/16 we close the project out with DSA. We are awaiting the final from DSA.

Washington MS

Ongoing Work at "G" Building

- Interior finishes are ongoing.
- HWD floor, bleachers, and MEP activities are substantially complete and pending final tests.
- Interior and exterior paintings with some other finished are still ongoing.
- Correction of rejected concrete work is pending and still ongoing

Washington ES

Ongoing work at "C" Building

- Fire Sprinkle, framing, electrical, and mechanical condensation line installations.
- The 2nd floor rejected concrete curbs and floor repairs are also open items.
- Pitched roof area roofer started the roofing preparation and underlayment
- The remaining building concrete activities are the 1st floor columns block-out and exterior curbs.
- Structural steel activities are unfinished; several memos are issued for over 150 locations of incomplete work

Completed Work

- Roof concrete placement is complete and cleanup activities are remaining.

Ongoing Work at "D" Building

- The remaining drywall activities are pending MEP completion.
- West PL wall foundation is complete; wall is formed and ready for concrete placement
- Plumber is continually trenching and installing underground utilities.

Completed Work

- MEP activities are substantially complete. Contractor completed one side drywall on all available walls

Blair HS

Ongoing work

- 2-Relo buildings construction is ongoing

Completed Work

- Electrician completed the power and LV contractor started pulling wires Friday 9/30/16. Contractor should be considerably completing all activities by end of 1st week of October.

Project Manager: Rick Kent

McKinley Phase 1

- Open items in the commissioning punch-list, RFI is pending
- After meetings at Sinanian's office and at LPA we are almost ready to make our final close-out offer with C/O #16 going to next month's board
- Re-Stripping of the gym floor is being held off until winter break per the principal's request

Sierra Madre Middle

- Hydronic pipe repairs are now complete and landscaping, irrigation are back in place
- CCD 9 Roof top welding has been completed
- Final touch up on controls and air balance is underway with commissioning to commence shortly thereafter
- All C/O's except for the time extensions have been included in C/O #15

Jackson ES

- The Design team kick off meeting was held at WLC's office and a meeting with Ralph and the Kitchen consultants was completed at the DSC
- TOPO Survey of the site has been completed
- GEO tech firm has been awarded Fire sprinkler engineering pending PO from procurement
- C-Below underground utility mapping pending PO from procurement

Project Manager: Anson Rane

Blair HS Modernization

- DSA addendum comments for correction have been received by the Architect (gkk)
- Estimated schedule for resubmittal of addendum to DSA: 10/31/16 – 11/07/16
- Estimated Bid Period (pending DSA addendum approval): 12/15/16 – 1/31/17
- Estimated NTP: 2/15/17

Blair HS New Portables

- Portable classroom buildings (2) have been delivered.
- Electrical / low voltage connections completed on 10/6/16.
- Ramps / Paving completion estimated for 10/7/16.
- Project completion estimated for 10/10/16.

Don Benito ES - Renovation and Addition

- Project scope has been reviewed and discussed with school staff and SCC.
- Addendum Pre-Submittal meeting with DSA on 10/10/16.
- Project revisions/addendum to be submitted to DSA on or about 10/17/16.
- Estimated Bid Period (pending DSA addendum approval): 1/1/17 – 2/15/17
- Estimated NTP: 2/28/17

Don Benito ES – Existing Portables Refurbishment (Interim Housing)

- Project work is complete and portables were ready for school start.
- Notice of Completion Board Report on the October '16 Board Agenda

Don Benito ES – Cafeteria HVAC / Kitchen Improvements

- Initial project programming meeting has been performed
- Design Development update from Architect on 10/15/16
- Estimated Submittal to DSA: 12/1/16

Norma Coombs ES Modernization

- Project revisions/addendum has been submitted to DSA.
- Estimated Bid Period (pending DSA addendum approval): 10/27/16 – 12/15/16
- Estimated NTP: 1/2/17

Pasadena HS – Aquatics Pool Replacement

- Initial project programming meeting has been performed with PUSD stakeholders and Architect / Engineers)
- Pre-Design / Programming submittal received from PJHM and has been reviewed by PUSD Stakeholders
- Estimated Submittal to DSA: 1/15/17

Muir HS – Aquatics Pool Replacement

- Initial project programming meeting has been performed with PUSD stakeholders and Architect / Engineers)
- Pre-Design / Programming submittal received from PJHM and has been reviewed by PUSD Stakeholders

PCC / Muir HS – Building 'D' Improvements

- A&E team has completed construction drawings / specs.
- PUSD review of construction documents in progress.
- Estimated submittal to DSA: 11/15/16
- Estimated Bid / Award period (pending DSA Approval): 2/15/16 – 3/31/17
- Estimated NTP: 4/15/17

San Rafael ES – Cafeteria / Auditorium Roof Replacement

- Demolition of existing roofing complete.
- New roofing installation ongoing.
- Estimated completion of work: 10/26/16

Washington Accelerated Elementary – New Construction

- Construction is approximately 55% complete (Building 'D' @ 70%, Building 'C' @ 30%).

Needs Assessments – Various Schools

- Coordination on going with Architects / Engineers for investigation, inspection, document Research and etc.

Construction Specialist: Shirly Barrett

Shade Structures – Various Schools

- Requested clarification on the Shade Structure piggyback bid and process for turnkey projects and out to bid projects. Based on recommendations staff will amended Board Report and submit for October's board meeting

McKinley

- Onyx Architect submitting plans to DSA for review, dependent if combining Restroom project, open A numbers

Jefferson

- ADA Drinking fountain project to closeout DSA A number, developing scope for outside contractor to install.

San Rafael

- Purchase trailer for book storage
- Principal requesting additional DF's

District Energy Manager: Chris Anderson

Water Testing for Sites

Three (3) quotes have been secured for water testing. Once we have reviewed the quotes we will share the information with the Facilities committee

Solar Carports

District lawyers have made contact with PFMG Solar lawyers. No further information has been shared. I will follow up and share when more information is available.

Willdan Lighting Installation via SCE

Tubes and ballasts will begin getting replaced at specified locations on SCE campuses beginning October 24. We are waiting for information to determine which site will be first and what hours are available for work to be done once we have that information we will coordinate with the school sites.

We DIP via PWP

There are three sites remaining for the WeDIP program need to determine which school sites have specific needs.

Prop 39

The lighting projects to reduce the SIR for this year's EEP will begin in one to two weeks. A requisition will need to be made after a final quote is secured from Grainger.

Hydration Station

We were unable to get from SCE regarding the Hydration stations. Staff will proceed with the feedback provided by Ann Rector and two other school districts. Hydration station specs should be completed within the month.

Pasadena Unified School District's Citizens' Oversight Committee Report to the School Board and Community

November, 2016

This is the eighth annual report provided by the Citizens' Oversight Committee (the "Committee") to the School Board and Community, and this report covers the July 1, 2015 - June 30, 2016 fiscal year.

The Committee's Responsibilities

The most important responsibility of the Citizens' Oversight Committee is to monitor the expenditures of Proposition TT bond proceeds to insure that they comply with the governing law: the California Constitution, the Education Code, and the language of Proposition TT. During the past year, the Committee has given increasing scrutiny to actual and proposed expenditures of Proposition TT funds. The Committee formally disapproved two such expenditures. The Board of Education rescinded its prior approval of one, and the appropriated funds were restored to the Proposition TT account. The District withdrew the other, a proposed expenditure, before it was presented to the Board.

In order to facilitate the Committee's review of Proposition TT expenditures, the District has begun to provide notice of proposed expenditures to the Committee for its review before the proposals are submitted to the Board. Since the close of the fiscal year, the District and the Committee have been working together to establish guidelines for which kinds of expenditures are permitted under Proposition TT and which are not. Working with the District wherever and whenever possible, the Committee will continue to take all steps that are necessary or appropriate to make its oversight function truly effective.

The Two Audits

Another principal function of the Citizens' Oversight Committee is to review the annual financial and performance audits of the Pasadena Unified School District. The financial audit addresses accuracy of the District's Proposition TT income statement and balance sheet. The performance audit seeks to verify that Proposition TT funds were spent only on the types of projects—fundamentally, capital projects—and the schools specified in the original ballot proposition approved by the voters. capital projects and only on projects that were specified

Financial Audit

The Committee has reviewed the October 14, 2016 Independent Auditor's Report on the Financial Audit of the Measure TT General Obligation Bond Building Fund and the Associated Reports on Internal Control over Financial Reporting and on Performance for the fiscal year ended June 30, 2016, submitted by Nigro & Nigro, PC, which were prepared in accordance with generally accepted accounting principles.. Those reports and the financials to which they pertain appear on the Proposition TT website, www.measurett.org, and the Committee encourages all members of the public to read them.

The Independent Auditor reports that, "In our opinion, the financial statements... present fairly, in all material respects, the financial position of the Measure "TT" General Obligation Bond Building Fund of Pasadena Unified School District, as of June 30, 2016, and the changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America."

Thus, for the seventh consecutive year, the financial audit was, in technical terms, "clean" -- that is, the auditors found no problems or issues, and they could assure our Committee, and the public, that all proceeds from bond sales were fully accounted for and that all funds had been expended for properly authorized and eligible purposes. The auditors reviewed transactions totaling approximately \$16.8 million, representing over 45 % of all expenditures, and found no deficiencies in policies, practices or internal controls.

Performance Audit

In addition to the financial audit, the auditors conducted a "Performance Audit" to ensure that bond funds were spent only on appropriate capital projects and only on projects that fell within the scope of the original bond measure approved by the voters.

Within this audit, the auditors make a formal finding that three change orders for Field Elementary totaling \$435,782 exceeded ten percent of the original contract price (1,467,000) and, therefore, were not in non-compliance of PCC 20118.4 which states the following:

The board may authorize the contractor to proceed with performance of the change or alteration, without the formality of securing bids, if the cost so agreed upon does not exceed the greater of the following:

- (1) The amount specified in Section 20111 or 20114, whichever is applicable to the original contract.
- (2) Ten percent of the original contract price.

The District responded to the audit finding by stating that work has already been completed and that it was "critical path" work that had to be completed before the remainder of the work could be done. The District assured the Committee that henceforth proper procedures will be followed.

Furthermore, as part of this audit, the auditors visited construction sites at Washington Middle, Sierra Madre Middle, and Marshall schools to verify that expenditures made corresponded with actual work conducted at those sites.

Thus, based upon the unqualified opinion of the Independent Auditors, the Committee can report to the public that, to the best of its knowledge, the District was fully in compliance with the requirements of Article XIII A, section 1(b) (3) of the California Constitution and Education Code section 15278(b) for the fiscal year ended June 30, 2016.

The Committee is pleased to report that the Independent Auditor's Report for the fiscal year just ended was again completed only three and one-half months after the close of the fiscal year to which it pertains, well within the statutory deadline and much more rapidly than in most other jurisdictions within California. This accomplishment is attributable in large part to the diligence,

commitment, and professionalism of the Committee's and the District's auditor, Nigro & Nigro, PC. It is also worth noting that the Oversight Committee's Audit Subcommittee continues to work closely and effectively with the School District and the audit firm, and deserves a significant amount of credit for the quick turnaround in this year's audit.

Issuance of the Final series of Measure TT bonds

The District so far has sold three series of Measure TT bonds – the first for \$125 million in 2009, and the second for an additional \$125 million in 2012. On May 25, 2016 the District issued the last \$100 million of Series 2016 General Obligation Bonds. The bonds were issued as current interest serial bonds with stated interest rates ranging between 2.0% and 5.0% and fully maturing on August 1, 2036.

The revenue from those bond sales, along with interest earned, is held in trust for the District and accounts for the \$142.5 million account balance (after subtracting accounts payable) at the end of the last fiscal year.

Planning and policies

In the 2015-2016 fiscal year, the District worked on adopting a new Educational Master Plan that will direct future Measure TT Bond spending on schools and facilities that will support this plan. However, it is important to note that the District promised voters transparency and accountability in 2008 when voting for this bond by promising a long-term Facilities Master Plan, updated quarterly and annually. Although the District continued efforts to adjust the Master Plan to account both for lower capital funding levels and anticipated demographic changes, the Committee continues to be concerned that the original facilities master plan (adopted in 2008) has not been formally updated, vetted by school sites, and approved by the Board of Education.

Facilities Department

Nelson Cayabyab continues to serve as Chief of Facilities. Over the course of the past fiscal year, he has hired two Construction Specialists, two Accounts Specialists and three Project Manager Consultants (AE Expert, DSA Project Inspector, and Engineer Project Manager). Nelson has worked hard to make the best use of the District's resources, in regard to personnel. His desire is to build a solid team that can oversee each project with the expertise needed to complete the projects on time and on budget.

Significant School Projects

During the July 1, 2015 - June 30, 2016 period covered by the independent audits, by far the two largest projects continued to be Sierra Madre Middle School and McKinley K-8, with smaller projects underway at Washington MS, Marshall, Altadena, and Eliot. Currently, Nelson and his team are working on feasibility studies for the majority of the schools throughout the District, in order to eliminate wasteful re-bidding and change orders for upcoming projects.

The District appears to be continuing its success in holding "soft costs" (architectural fees and other non-construction expenses) at a level less than 25% of overall costs. The District now

provides monthly reports showing the aggregate soft costs and hard costs for all projects financed through Measure TT.

Oversight Committee

In April, 2016, the Board of Education ratified the reappointment of 3 existing members of the Citizens Oversight Committee and appointment of 4 new members. Since then, two members have resigned, thereby leaving a total of 13 current members out of the maximum 15 permitted by the Committee Bylaws.

The current Committee members (as of the date of this report) are as follows: Gretchen Vance (Chair), Clifton Cates (Vice Chair and Chair, Audit Subcommittee), Steven Cole (Liaison to the Facilities Committee of the Board of Education), Geoffrey Commons, Quincy Hocutt, Joelle Morisseau-Phillips, Willie Ordonez, Mikala Rahn, Diana Verdugo, Glen De Veer, Chris Romero, Derek Walker, and Jen Wang.

In addition to the activities described above, the Citizens Oversight Committee continues to work with the Board of Education to update the Committee's governing bylaws and to modernize the Committee's website so that all material information—annual reports, annual audits, Committee membership, bylaws, meeting agendas, meeting minutes, and other reports to the community will be easily accessible to the public. The Committee also participates in site visits throughout the year, touring both updated and aging facilities throughout the district and participates in School Site Council Meetings whenever possible.

Although the Committee is a volunteer citizen panel with narrowly-defined authority and responsibilities (as explained in the first section of this report), it takes seriously its basic mission: to monitor the expenditure of bond funds for the construction and refurbishment of schools in the Pasadena Unified School District on behalf of all residents of the District. Members of the public are encouraged to attend Committee meetings, to visit the Committee's website, and to contact the Committee on any subject within its purview.

Respectfully submitted,

Gretchen Vance
Chair

Appendix A

Oversight Committee Members – See below for member requirement reference

Gretchen Vance (Chair) - (4)

Clifton Cates, III (Vice Chair and Chair, Audit Subcommittee) – (6)

Steven Cole (Liaison to the Facilities Committee of the Board of Education) – (4)

Geoffrey Commons – (2)

Quincy Hocutt – (6)

Joelle Morisseau-Phillips – (3)

Willie Ordonez – (3)

Mikala Rahn – (1)

Glen De Veer – (4)

Chris Romero – (1)

Derek Walker – (5)

Diana Verdugo – (6)

Jen Wang – (3)

- (1) Member who is active in a business organization representing the business community located within the District (requires one)
- (2) Member active in a Sr. Citizen's Organization (requires one)
- (3) Member who is the parent or guardian of a child enrolled in the District (requires one)
- (4) Member who is both a parent or guardian of a child enrolled in the District and active in parent-teacher organization (requires one)
- (5) Member who is active in a bona fide taxpayers' organization (requires one)
- (6) General Member (requires four)

ANALYSIS OF BOARD REPORTS 1110 through 1120.
To Be Considered by the Facilities Committee of the PUSD on November 17, 2016

| Board Report Item | DESCRIPTION | COSTS | Argument FOR Approval | Argument AGAINST Approval | COC RECOMMENDATION |
|-------------------|--|---|--|--|--|
| 1110 | This request is for a "needs assessment" by the architectural firm of Ruhnau & Clark for the Don Benito and Washington Elementary & Middle schools. An original proposal did not include all necessary consultant disciplines to adequately assess all components and systems for these schools. | \$137,000 for the three schools. | PUSD feels that in order to initiate construction, the first order of business is to determine what needs exist at the school that could be met by building, remodeling or repairing. An architectural firm with school construction experience is used for this activity. Without a plan, construction can not begin. | There is no detailed explanation for the derivation of the cost estimates for this work. The bonds were voted upon in 2008. Why has it taken until now to question what needs to be done? Will there be remaining funds available to initiate requested changes at these schools after other projects are completed? Is there a point in proceeding with new studies until we know how remaining funds are allocated? One wonders why the school personnel themselves could not determine the needs of the school rather than an architectural firm. This activity is considered as "Planning for a Future Project." Should this be done utilizing Measure TT which was proposed to the voters as upgrading and modernizing existing projects on a listing? These proposed costs even include land surveys. Why? <i>Until an explanation is made as to how pricing was determined and it is judged to be reasonable, this action should not be initiated .</i> | Conditional DISAPPROVAL. The District itself should determine the "needs" of its own schools, and if an architectural firm is required to perform this work, how was the cost of \$137,000 determined? |
| 1111 | This request is for a "needs assessment" by the architectural firm of Swift Lee for Willard Elementary School. | No price is given. Perhaps this is a place holder ? | PUSD feels that in order to initiate construction, the first order of business is to determine what needs exist at the school that could be met by building, remodeling or repairing. An architectural firm with school construction experience is used for this activity. | The same arguments can be made against BR 1111 as for BR 1110. Additional questions would include "why is there no price shown for a request to authorize funds?" and "why were 7 different firms hired to perform separate studies?" Why could several firms not be vetted and the best performer be given the assignment for the best price? <i>This BR should not be approved without a known price.</i> | Conditional DISAPPROVAL. The District itself should determine the "needs" of its own schools, and if an architectural firm is required to perform this work, what will be the cost and how is the cost determined? |

ANALYSIS OF BOARD REPORTS 1110 through 1120.
To Be Considered by the Facilities Committee of the PUSD on November 17, 2016

| Board Report Item | DESCRIPTION | COSTS | Argument FOR Approval | Argument AGAINST Approval | COC RECOMMENDATION |
|-------------------|---|--|--|--|--|
| 1112 | This request is for a "needs assessment" by the architectural firm of Swift Lee for Marshall Elementary School. | No price is given. Perhaps this is a placeholder ? | PUSD feels that in order to initiate construction, the first order of business is to determine what needs exist at the school that could be met by building, remodeling or repairing. An architectural firm with school construction experience is used for this activity. | The same arguments can be made against BR 1112 as for BR 1110 and BR 1111. Additional questions would include "why is there no price given on a request to authorize funds?" In this case the same firm is being considered for work at both Willard and Marshall. <i>This BR should not be approved without a known price.</i> | Conditional DISAPPROVAL until the District states a cost and how such cost was determined. |
| 1113 | This request is for a "needs assessment" by PJHM architects. They have been performing this work at Madison and Franklin Elementary, and this request would extend their work to Elliott Middle School | \$83,500 | PUSD feels that in order to initiate construction, the first order of business is to determine what needs exist at the school that could be met by building, remodeling or repairing. An architectural firm with school construction experience is used for this activity. Without a plan, construction can not begin. | Note that this price is almost equivalent to the "same" function being performed for THREE schools in BR 1110. The same arguments apply here as for BR's 1110 through 1112. Here again, we have a third firm being hired to do the same work as two other firms. In this case, the land survey is to be done by the District. Note that we are doing a "needs assessment" eight years after the bonds were originally approved. In this case, the prices were broken out in some detail, but are inconsistent with pricing from other firms. The proposal includes such things as school and community input, a history and background of the District, and an analysis of student populations and projections that are provided by the District. Also to be included is a financial plan to identify funding sources. | Conditional DISAPPROVAL until the District explains why the District itself cannot determine the "needs" of its own schools, and why a third architectural firm should be retained to perform the same kind of work as that described in Board Reports 1110 and 1111. |
| 1114 | This Board Request is for a temporary, used, relocatable staff and student restroom (20' x 40') while the Pasadena High School gym and locker room renovation takes place. The plan is to move the structure from school to school as such renovations are done, and then to be kept at a site where most needed for sports, after-school, and other activities | \$73,500 | While the current locker room is being rehabilitated, there will be a need for bathroom facilities at the school. | Are there other restrooms located nearby that could be utilized during this period? Why would we plan to keep a "temporary, used, relocatable" restroom facility when the stated purpose of Measure TT was to provide modernized upgrades to our facilities and to cease usage of temporary facilities, such as mobile classrooms. | APPROVAL |

ANALYSIS OF BOARD REPORTS 1110 through 1120.
To Be Considered by the Facilities Committee of the PUSD on November 17, 2016

| Board Report Item | DESCRIPTION | COSTS | Argument FOR Approval | Argument AGAINST Approval | COC RECOMMENDATION |
|-------------------|--|--|---|--|--|
| 1115 | This Board Report is to cover reprographic services by C2 Imaging, to maintain an interactive platform for all current and archived architectural drawings for the District. | \$25,000 per year. | This is NOT proposed as a capital expense, and the BR clearly makes that statement. | The Board Report clearly states that funds are to come from the PUSD's Facilities Administration account. This is NOT to be funded by Measure TT. Obviously you would not incur a 30 year debt to pay for reprographic services during a single school year. | NO RECOMMENDATION. This proposed expenditure does not involve Proposition TT funds. |
| 1116 | This Board Report is to cover INCREASED architectural fees for WLC Architects for work on Jackson Elementary | This request increases the fees to be paid by \$252,532, bringing the total fees for WLC to \$844,157 for this project | An increased scope of work has resulted from meetings held by the Jackson Elementary Site Council. | The scope of work is NOT specified in either the BR or the supporting documentation. Such work is permitted under Measure TT, but this BR appears inexplicable and excessive due to a lack of documentation of the work being done. There are insufficient means to determine what work will be done. We are spending over three quarters of a million dollars for a needs assessment ! | Conditional DISAPPROVAL until the District explains the need for the increased scope of work, which would result in the architect's being paid more than \$844,000 for the job. |
| 1117 | This Board Report seeks approval by the Facilities Committee and the PUSD Board to select three companies to receive contracts for providing consultation on energy efficiency | The fees are "to be determined." | Measure TT allows expenditures to improve energy efficiency within the PUSD schools | The scope of work is not specified, so it would be difficult for three separate bids to be comparable. The BR should be withheld until specifications are completed as to what type and scope of studies should be performed, and then the most efficient company should be chosen. | NO RECOMMENDATION. This is not yet a request for the expenditure of Proposition TT funds. |
| 1118 | This Board Report seeks approval to perform an "historical survey" of the Linda Vista Elementary School. | \$13,600 | This survey is to ensue that any future proposed renovations would not negatively impact historically significant structures and create future litigation and delays in construction or renovation. | The survey is not related to any current construction or current planning activity. It would involve opinion surveys. Accordingly it would not seem to have any weight in any potential lawsuit to be filed by concerned citizens at a future date who may become upset at future proposed changes. Seemingly the Pasadena Heritage Society could provide an opinion on this matter at no cost to the PUSD. Linda Vista has been shut down and abandoned without any indications of violations of historical significance. | DISAPPROVAL for the reasons stated in "Argument against Approval" column. |

ANALYSIS OF BOARD REPORTS 1110 through 1120.
To Be Considered by the Facilities Committee of the PUSD on November 17, 2016

| Board Report Item | DESCRIPTION | COSTS | Argument FOR Approval | Argument AGAINST Approval | COC RECOMMENDATION |
|-------------------|--|----------|--|---|---|
| 1119 | This Board Report seeks approval to perform an "historical survey" of the San Rafael Elementary School. | \$13,600 | This survey is to ensure that any future proposed renovations would not negatively impact historically significant structures and create future litigation and delays in construction or renovation. | The survey is not related to any current construction or current planning activity. It would involve opinion surveys. Accordingly it would not seem to have any weight in any potential lawsuit to be filed by concerned citizens at a future date who may become upset at future proposed changes. Seemingly the Pasadena Heritage Society could provide an opinion on this matter at no cost to the PUSD. | DISAPPROVAL for the reasons stated in "Argument against Approval" column. |
| 1120 | Three bids have been submitted to the PUSD to perform water quality testing at the various school sites. | \$11,000 | Safe drinking water is an expectation of students attending PUSD schools. | The HIGHEST bidder is being proposed to perform this service. This service would check water quality at various schools after the City of Pasadena has already tested and approved the water quality being provided to the school. A test last year had indicated the water <u>may be suspected</u> of being contaminated. This activity does not appear to be at all related to construction or maintenance. Why would a periodic test of water be paid for by funds obtained on a 30 year loan ? Sites would be rotated with all sites being eventually tested. | DISAPPROVAL. While safe drinking water is essential, this proposed expense has nothing to do with the type of expenditure permitted by Proposition TT: school construction, reconstruction, refurbishing, or equipping. |



**REPRESENTATION OF
CITIZENS' OVERSIGHT COMMITTEE (COC)
ON PUSD SCHOOL SITE COUNCILS**



Data as of 11-02-16 List Maintenance by Q. Hocutt at qh001@earthlink.net

| SCHOOL | Type | SCHOOL ADDRESS | PRINCIPAL | Office Manager | COC Member | School Site Council Meeting | | | |
|---------------------------|------------------|---|---|---------------------------------|--|-----------------------------|------------------------------|---------|---------------------------|
| | | | | | | Site Council Chair | Date | Time | Location |
| Altadena | Elementary K - 5 | 743 E. Calaveras Street Altadena 91001 626-396-5650 | Ana Maria (Ria) Apodaca apodoca.ana@pusd.us | Maria Luna-Fernandez, x14096 | No Bond Construction Activity at this Time | | Second Tuesday of each month | 2:45 | Penn State Room B101 |
| Cleveland | Elementary K - 5 | 524 Palisade Street Pasadena, 91103 626-396-5670 | Debra Lucas lucas.debra@pusd.us | Yolanda Robledo, x12096 | No Bond Construction Activity at this Time | | | 3:30 | School Library |
| Don Benito | Elementary K - 5 | 3700 Denair Street Pasadena, 91107 626-396-5870 | Dr. Linda Chang chang.linda@pusd.us | Victoria Cerda x61094 | Derek Walker | | | 3:30 | Science Room # 20 |
| Field | Elementary K - 5 | 3600 Sierra Madre Blvd. Pasadena 91107 626-396-5860 | Daniel Bagby bagby.daniel @pusd.us | | No Bond Construction Activity at this Time | | Second Tuesday of each month | 3:30 | Room A10 |
| Franklin | Elementary K - 5 | 527 W. Ventura Street Altadena 91001 626-396-5640 | Dr. Merian Stewart stewart.meriani@pusd.us | Susana Cardona x20001 | No Bond Construction Activity at this Time | | | | |
| Hamilton | Elementary K - 5 | 2089 Rose Villa Street Pasadena 91107 626-396-5730 | Frances Weissenberger weissenberger.france@pusd.us | Barbara Kolb x26094 | No Bond Construction Activity at this Time | | | 7:45 AM | Multi-purpose room |
| Jackson | Elementary K - 5 | 593 W. Woodbury Rd. Altadena 91001 626-396-5700 x28000 | Rita Exposito exposito.rita@pusd.us | Vacant x28094 | Mikala Rahn | | | | School Library |
| Jefferson | Elementary K - 5 | 1500 E. Villa Street Pasadena 91106 626-396-5710 x30000 | Amin C. Oria aria.amin@pusd.us | Ana Carias x30094 | Steven Cole | | | 2:35 | Room 23, Main bldg. |
| Longfellow | Elementary K - 5 | 1065 E. Washington Blvd. Pasadena 91104 626-396-5720 x3800 | Erica Ingber ingber.eric@pusd.us | Yvette Montoya x38001 | Willie Ordonez | | 5/25/2016 | 4:00 | Room 115 |
| Madison | Elementary K - 5 | 515 Astabula Street Pasadena 91104 626-396-5780 x40000 | Juan Ruelas ruelas.juan@pusd.us | Emily Perez x40094 | Mikala Rahn | | | 2:30 | pending |
| McKinley | Elementary K - 5 | 325 S. Oak Knoll Avenue Pasadena 91101 626-396-5630 x73000 | Dr. Charles Heaton heaton.charles@pusd.us | Vacant x73096 | Geoffrey Commons | | 12-Oct | 3:30 | School Library |
| Norma Coombs | Elementary K - 5 | 2600 Paloma Street Pasadena 91107 626-396-5660 x60000 | Dr. Jennifer Smith smithjackson.jenniife@pusd.us | Alice Garcia x60001 | Joelle Morisseau-Phillips | | 3rd Thursday of each month | 3:30 | |
| Roosevelt (K - 12) | Elementary K - 5 | 315 N. Pasadena Ave. Pasadena 91103 626-396-5770 x46000 | Dr. Merle Bugarin bugarin.merle@pusd.us | Edwin Rodriguez x46094 | Diana Verdugo | | Last Wednesday of each month | 3:30 | Room R163 |
| San Rafael | Elementary K - 5 | 1090 Nithsdale Road Pasadena 91105 626-396-5790 x48000 | Rodolfo Ramirez, Jr. ramirez.rodolfo@pusd.us | Isabel Gusman x48094 | Chris Romero | | 3rd Tuesday of each month | 2:30 | Bungalow # 1 (Art Studio) |
| Sierra Madre | Elementary K - 5 | 141 W. Highland Sierra Madre 91024 626-396-5890 x50000 | Lindsay Lewis lewis.lindsay@pusd.us | Pat Vidimos x50094 | | | | 4:00 | Room 124 |
| Washington | Elementary K - 5 | 1520 N. Raymond Avenue Pasadena 91103 626-396-5840 x75000 | Karrone Meeks meeks.karrone@pusd.us | Lanay Carver x75094 | | | 3rd Tuesday of each month | 2:30 | |
| Webster | Elementary K - 5 | 2101 E. Washington Blvd. Pasadena 91104 626-396-5740 x56000 | Dr. Jeffrey Bauer bauer.jeffrey@pusd.us | Jennifer Delgadillo x56094 | No Bond Construction Activity at this Time | | 1st Wednesday of each month | 2:30 | Parent Resource Room |
| Willard | Elementary K - 5 | 301 S. Madre Street Pasadena 91107 626-396-5690 x58000 | Angela Baxter baxter.angela@pusd.us | Dona Gonzales x58094 | No Bond Construction Activity at this Time | | 1st Thursday of each month | 3:00 | School Library |



**REPRESENTATION OF
CITIZENS' OVERSIGHT COMMITTEE (COC)
ON PUSD SCHOOL SITE COUNCILS**



Data as of 11-02-16 List Maintenance by Q. Hocutt at qh001@earthlink.net

| SCHOOL | Type | SCHOOL ADDRESS | PRINCIPAL | Office Manager | COC Member | School Site Council Meeting | | | |
|----------------------------|---------------------|---|--|--|--|---|-----------------------------|---------|--|
| | | | | | | Site Council Chair | Date | Time | Location |
| Eliot | Middle School 6 - 8 | 2184 N. Lake Avenue Altadena 91001 626-396-5680 x70000 | Lori Touloumian touloumian.lori@pusd.us | Sydney Minckler, AP x70098 Vacant x70097 | No Bond Construction Activity at this Time | | | 2:45 | Principal's Conference Room |
| McKinley | Middle School 6 - 8 | 325 South Oak Knoll Avenue Pasadena 91101 626-396-5630 x73000 | Dr. Charles Heaton heaton.charles@pusd.us | Vacant x73096 Adam Barrios, AP x73098 | Geoffrey Commons | | | 3:30 | School Library |
| Sierra Madre | Middle School 6 - 8 | 160 N. Canon Avenue Sierra Madre 91024 626-396-5910 x51000 | Garret Newsom newsom.garrett@pusd.us | Diane Doperoy x51094 | No Bond Construction Activity at this Time | | | 6:00 | Multi-Purpose Room |
| Washington | Middle School 6 - 8 | 1505 N. Marengo Avenue Pasadena 91103 626-396-5830 x76000 | Shannon Malone Malone,shannon @pusd.us | Cynthia Bolton, AP x76098 Sherri Bosley x76001 | Dianna Verdugo | | 2nd Tuesday of each month | 2:30 | Principal's Conference Room |
| Wilson | Middle School 6 - 8 | 300 S. Madre Street Pasadena 91107 626-396-5800 x78000 | Sarah Rudchenko rudchenko.sarah@pusd.us | Charlene Tucker, AP x78098 Elaine Gomez x78094 | No Bond Construction Activity at this Time | | 2nd Wednesday of each month | 3:30 | Room 107 |
| Blair I.B. (6 - 12) | High School 1 6-12 | 1201 S. Marengo Avenue Pasadena, CA 91106 626-396-5820 x80000 | David Ibarra ibarra.david @pusd.us | Maricella Brambila, AP x80097 Steve Gustin, AP x80098 Michelle Bailey x80094 | Steven Cole | | 1st Thursday of each month | 3:30 | Family Resource Center Rm 1135 (middle school) |
| Marshall (6 - 12) | High School 1 6-12 | 990 N. Allen Avenue Pasadena 91104 626-396-5810 x64000 | Dr. Mark S. Anderson anderson.mark@pusd.us | Sandra Rizzo, AP x64092 Vacant x64094 Benita Scheckel AP x64098 | Glenn de Veer (Gym construction ?) | | | 4:00 | Parent Resource Room |
| Muir High | High School 9 - 12 | 1905 N. Lincoln Avenue Pasadena 91103 626-396-5600 | Timothy Sippel sippel.timothy@pusd.us | Gloria Rodriguez, AP x82096 Ninfa Mahabir x82098 Brian James, AP x82097 | Derek Walker | President: Helen Moses moses.helen@pusd.us | 1st Tuesday of each month | 3:30 | Room A105 OR Library |
| Pasadena High | High School 9 - 12 | 2925 E. Sierra Madre Blvd. Pasadena, CA 91107 626-396-5880 x84000 | Roberto Hernandez hernandez.roberto@pusd.us | Raymond Cross, AP x84084 Maria C. Flores x84094 Dr. Paula Chamberlain, AP x84098 Bonnie Brimecombe, AP | Gretchen Vance | President: Kevin Strotz Gretchen Vance | VP: 5/18/2016 | 3:30 | Room D101 |
| Rose City High | High School 9 - 12 | 351 S. Hudson Avenue Pasadena 91109 626-396-5620 x86000 | Jack Loos loos.jack@pusd.us | Brian Stanley, AP x86233 Bertha Benitez x86001 | No Bond Construction Activity at this Time | | 5/16/2016 | 7:45 AM | Room 2 |