



MEETING OF THE MEASURE EE CITIZENS OVERSIGHT COMMITTEE

11/02/2023 - 06:00 PM

Highlands Elementary, Flex Classroom (Science Lab)
27332 Catala Avenue, Saugus, CA 91350

(661) 294-5300 Fax (661) 294-7525 www.saugusud.org

MEETING MINUTES



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Attendees

Voting Members

John Estrada, Chairperson
Julia Phippen, Vice Chairperson
Judy Egan Umeck
Oana Cioaca Taylor
Molly Briggs
Sam Lee

Absent Members

Erika Derry
Lisa Eichman
Rosemary Lopez

Non-Voting Members

Nick Heinlein, Assistant Superintendent, Business
Peter Gaytan, Director of maintenance, Operations, Transportation, and Facilities
Jim Sandefur, Facilities Project Manager
Kathie Pisano, Facilities Project Manager
Dayna Jones, Facilities Accountant
Shellie Gibson, Administrative Assistant, Business

I. CALL TO ORDER

Mr. Estrada called the meeting of the Citizens' Oversight Committee (COC) to order at 6:02 p.m.

II. PLEDGE OF ALLEGIANCE

Mr. Estrada led the Pledge of Allegiance.

III. ROLL CALL

IV. APPROVE AGENDA FOR NOVEMBER 2, 2023

Motion made by: Judy Egan Umeck

Motion seconded by: Oana Cioaca Taylor

Voting:

John Estrada - Yes

Judy Egan Umeck - Yes

Oana Cioaca Taylor - Yes

Julia Phippen - Yes

Molly Briggs - Yes

Sam Lee - Yes

V. APPROVE MINUTES FOR SEPTEMBER 26, 2023

Motion made by: Molly Briggs

Motion seconded by: Julia Phippen

Voting:

John Estrada - Yes

Judy Egan Umeck - Yes

Oana Cioaca Taylor - Yes

Julia Phippen - Yes

Molly Briggs - Yes

Sam Lee - Yes

VI. PUBLIC COMMENTS

There were no public comments.

VII. DISTRICT REPORTS

- Mr. Heinlein explained the COC Financial Report.
- Mr. Sandefur and Ms. Pisano presented the Facilities Project Update.
- Mr. Heinlein presented the Contracts, Notice of Completions, and Facilities Salary Allocation reports.
 - Ms Umeck asked about the interest. Mr. Heinlein said that it was put back into the Bond Projects.
 - Ms. Phippen asked if we had applied for state matching funds. Mr. Heinlein said yes and hopefully we will receive potential modernization funds.
 - Ms. Umeck asked about the legal compliance service contract. Mr. Heinlein explained that it was to oversee the contractors and projects to make sure the rules are being followed.

VIII. ACTION ITEMS

None.

IX. DISCUSSION ITEMS

None.

X. FUTURE AGENDA TOPICS

- February 1, 2024
 - Ms. Umeck would like an overview of the AB300 school sites, in particular Santa Clarita Elementary
 - Annual Audit Report will be presented
 - Vote for committee for the Annual Report

XI. ADJOURNMENT

Motion made by: Oana Cioaca Taylor

Motion seconded by: Molly Briggs

Voting:

John Estrada - Yes

Judy Egan Umeck - Yes

Oana Cioaca Taylor - Yes

Julia Phippen - Yes

Molly Briggs - Yes

Sam Lee - Yes

The meeting was adjourned at 6:33 p.m.



Nick Heinlein, Assistant Superintendent of
Business



Julia Phippen, Vice Chairperson