

SAN DIEGO UNIFIED SCHOOL DISTRICT
Physical Plant Operations Center
4860 Ruffner Street, San Diego, CA 92111
Annex Conference Room 1

Proposition S School Bond
Independent Citizens' Oversight Committee
Ad-Hoc Governance Subcommittee
April 9, 2009, 4:00 p.m.

Meeting Report

Recommendations:

- A. Elect a President Pro Tem to run meetings until the committee is prepared to establish Officers for permanent terms.
- B. Four Standing Subcommittees – duties of committees based on Education Code language. (Markey and Brezee to provide recommendations pertaining to specific duties)
 - 1. Governance & Accountability
 - 2. Finance, Planning & Controls
 - 3. Construction & Implementation
 - 4. Audit & Performance
- C. Monthly Meetings
 - 1. Third Thursday of each month.
 - 2. Meeting scheduled 4 p.m. to 6 p.m. (Extension of meeting may happen with a majority vote of the committee when necessary.)
 - 3. Subcommittee meetings should be scheduled prior to full committee meeting to allow for monthly reports to move forward. All will be noticed.
- D. Default to Transparency
 - 1. All meetings,(ICOC Standing Meeting, Standing Subcommittee Meetings and Ad-Hoc Meetings) will be Brown Act Noticed with minutes provided.
- E. Discourage Staff Handouts at the main committee meetings. (The full ICOC should have 72 hours to review handouts prior to the meeting.)
- F. ICOC Chair should be a ex officio member of all Subcommittees
- G. All ICOC members will participate in two Subcommittees to keep workload evenly distributed.
- H. Requests for Information from the ICOC to the District should follow a designated process to avoid duplication and excess.
- I. Bylaws will be written and “tailored” with recommendations from District Counsel.
- J. Bylaws should include language indemnifying the ICOC members
- K. Financial Reports will be reviewed by a Finance, Planning and Contracts Subcommittee prior to being presented at the full ICOC.
- L. Establish process for preparation of agendas and routing to all members.
- M. Training of ICOC members by staff.
- N. Website posting of all Agendas, Minutes and Exhibits
- O. Discussion regarding the use of “outside” people in subcommittee meetings.
- P. Minutes are to be “Action Items”, not narrative.
- Q. Terms of office for ICOC members was not addressed and needs further action.
- R. Discuss using Roberts Rules of Order as guidance.