

SAN DIEGO UNIFIED SCHOOL DISTRICT
Proposition S School Bond
Independent Citizens' Oversight Committee
Planning Calendar

Oversight Activities – Review Expenditure of Bond Funds

Description of Activity / Report	Lead Subcommittee	Recurring Reports
<u>Review of Recurring Expenditure Status Reports</u>		
Financial & Controls Status Report	FPC	Monthly
District Quarterly Financial Report	FPC	Quarterly
Program Management Report	Construction	Monthly
Construction Contract Status Report	Construction	Monthly
i21 Status Report	Construction	Monthly
i21 Quarterly IT Report	Construction	Quarterly
<u>Review of Bond Related Programs</u>		
Staffing Plan	Construction	As Needed
Business Outreach Program		
Community & Business Outreach & Engagement Plan	Construction	Annually
Small Business Achievement Status Reports	Construction	Monthly
Project Stabilization Agreement (PSA) Update	Construction	Monthly
Labor Compliance Program	Construction	As Needed
<u>Special Reviews</u>		
Specific project reviews	Varies	As Needed
<u>Inspect Schools & Grounds</u>		
On-site Project Reviews	Construction	Periodically
<u>Review Efforts to Reduce Costs</u>		
Cost Savings Measures Matrix	Construction	Monthly
<u>Receive & Review Annual Financial Audit</u>	Audit	Annual
<u>Receive & Review Annual Performance Audit</u>	Audit	Annual
<u>Receive & Review MRR/RR Plan</u>	FPC	Annual

Oversight Activities – Inform Public Re: Expenditure of Bond Funds

Description of Activity / Report	Lead Subcommittee	Recurring Reports
<u>ICOC Web Site</u>	Exec/Gov	As Needed
<u>ICOC Quarterly Status Updates</u>	Exec/Gov	Quarterly
<u>ICOC Annual Report</u>	Exec/Gov	Annual
<u>District Communications Report</u>	ICOC	Monthly

Governance Activities

Description of Activity	Lead Subcommittee	Recurring
<u>Election of Officers</u>		
Nomination of Election Slate	Exec/Gov – Ad Hoc	Annual
Election of Officers	ICOC	Annual
<u>Subcommittee Formation</u>		
Subcommittee Selection	Varies	Annual
Election of Subcommittee Chairs	Varies	Annual / May
<u>Seating of new ICOC members</u>	ICOC	As Needed
<u>Plaques for Outgoing ICOC members</u>	ICOC	As Needed

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Activities	Legend	Calendar
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Exec/Gov – ICOC Quarterly Status Report for Oct-Dec 2010
 Construction – Monthly Reports
 Quarterly i21 Update
 ICOC – Monthly Reports
 ICOC Quarterly Status Report for Oct-Dec 2010
 Election of ICOC Officers
 FPC – Monthly Reports

- # Exec/Gov – 1st Wed
- # Construction–1st Thr
- # Audit – 2nd Mon
- # ICOC – 3rd Thr
- # FPC – 4th Thr

March 2011						
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Exec/Gov – Review Final Draft of Annual Report
 Construction – Monthly Reports
 ICOC – Monthly Reports
 Subcommittee Selection
 Approval & Issue of Annual Report
 Presentation of the Annual Report to BOE
 Review Final Draft of Annual Report
 FPC – Monthly Reports
 Review Annual MRR Plan
 Review Annual PPO Operations Budget

- # Exec/Gov – 1st Wed
- # Construction–1st Thr
- # Audit – 2nd Mon
- # ICOC – 3rd Thr
- # FPC – 4th Thr

April 2011						
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Exec/Gov – Ad Hoc Nominating Committee
 Construction – Monthly Reports
 Review Annual MRR Plan
 ICOC – Monthly Reports
 FPC – District Quarterly Financial Report
 Monthly Reports

- # Exec/Gov – 1st Wed
- # Construction–1st Thr
- # Audit – 2nd Mon
- # ICOC – 3rd Thr
- # FPC – 4th Thr

May 2011						
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*** Election of Subcommittee Chairs ***

Exec/Gov – ICOC Quarterly Status Report for Jan-Mar 2011
 Construction – Monthly Reports
 On-Site Walk-Throughs
 Quarterly i21 Update
 ICOC – Monthly Reports
 Nomination & Election of Officers
 ICOC Quarterly Status Report for Jan-Mar 2011
 Approve & Issue Review of Annual MRR Plan
 Presentation of Review of Annual MRR Plan to BOE
 FPC – Monthly Reports

- # Exec/Gov – 1st Wed
- # Construction–1st Thr
- # Audit – 2nd Mon
- # ICOC – 3rd Thr
- # FPC – 4th Thr

June 2011						
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