

Citizens' Bond Oversight Committee (Measures M, D and J)
West Contra Costa Unified School District

Citizens' Bond Oversight Committee (Measures M, D and J)
WCCUSD Administrative Regulation 7214.2 (AR 7214.2)

Attached is AR 7214.2 as amended to March 3, 2006 tracking the various amendments and includes explanatory notes.¹ The changes shown in red were the result of our March 3, 2006 meeting.

Also attached is AR 7214.2 without the amendment tracking and explanatory notes.

AR sections have been renumbered to provide for a new Section 4, Financial Operations. Additional subsection letters/numbers have been placed in the AR to identify subsections that were not previously marked with subsection letters/numbers. The name of the committee has been conformed to reflect the January 4, 2006 Board action to rename the committee as a result of the passage of Measure J.

The attached AR includes a satisfactory agreement on all of the recommendations to amend the AR made by the CBOC to the Board of Education.

Shown below is a summary of the thirteen (13) amendments:

- The Auditor shall deliver directly to the Audit Subcommittee a draft copy of each audit report at the same time as delivery is made to the District.
- The Committee shall participate with the District in a yearly review of the Auditor's performance.
- Authorize Committee members to inspect job sites without prior permission of the District Superintendent.
- Authorize Committee members to contact District staff, contractors, accountants, auditors, architects, financial advisors and legal counsel without prior permission of the District Superintendent.

¹ The attached Administrative Regulation includes the amendments approved by the Board of Education on June 1, 2005 and September 28, 2005 as modified by the CBOC Audit Subcommittee and the Associate Superintendent, Operations on January 27, 2006 and March 3, 2006. Also included are amendments recommended by the CBOC as agreed to by the CBOC Audit Subcommittee and Associate Superintendent, Operations on January 27, 2006 and March 3, 2006. For easy all of these amendments have been referenced as March 3, 2006 amendments.

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WCCUSD Administrative Regulation 7214.2 (continued)

- Provides that Committee decisions shall be made by 50% plus one (1) vote of the total membership.
- Provides that recommendations approved by the Committee shall be presented to the Board of Education.
- The Board of Education shall respond to the Committee's recommendation(s) within sixty (60) days after receipt of the recommendation(s).
- The Board of Education shall adopt an annual Facilities Program Budget.
- The staff shall identify the funding source for all facility expenditures.
- The Associate Superintendent, Business shall certify the availability of budget for all facility expenditures.
- The Board of Education shall formally amend the Facilities Program Budget during the year, as needed, for new and revised projects and change orders.
- Alternate Committee members can attend meetings, in place of the member, without a prior three (3) day notice.
- Alternate Committee members shall receive the agenda package for all meetings at the same time as Committee members.

Recommendation

That the Superintendent or designee approves the attached AR 7214.2, as amended through March 3, 2006, and that the amended AR is distributed to the CBOC at its next meeting, March 22, 2006 as an information agenda item.

Attachments

1. AR 7214.2 with tracking of amendments and explanatory notes

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2. AR 7214.2 without tracking of amendments and explanatory notes