CITIZENS' BOND OVERSIGHT COMMITTEE (CBOC)

MEETING MINUTES

Wednesday, July 29, 2026
Tour: 5:30 p.m.
Meeting: 6:00 p.m.

Yerba Buena High School (LINK Room)
1855 Lucretia Ave
San Jose, CA 95122

The following were in attendance:

CBOC

Sreenivas Andra (Alternate member)
James (Jim) Knittle
Rajani Nair (Vice Chair)
Joanne Owen
Khoa (Paul) Pham (Chair joined via Zoom)
Barry Schimmel (arrived at item 5.01)
Sangeetha Vijendiran

CBOC *Member(s) Not Present*

Kaushik Joglekar

ESUHSD

Omar Gutierrez
Tom Huynh
Kelly Kwong
Julio Lucas
Cathy Nguyen
Nhu Nguyen
Sandy Nguyen
Randy Phelps
Moises Soto
Shelby Tran
Glenn Vander Zee

Board of Trustees

Bryan Do (Board of Trustees)

Guest(s)/Community Member(s)

Alex Morrison (Gilbane)
Tina Martinez (ESUHSD-Parent at STHS)

1. CALL TO ORDER/ROLL CALL

1.01 Call to Order/Roll Call

Roll call was taken at 6:05 p.m. by Vice-Chair Rajani Nair.

2. PUBLIC COMMENT

2.01 Public Comment

No public comments.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

3.01 Action to Approve the Meeting Minutes of the April 15, 2026, Meeting

Motion to approve the April 15, 2026, Meeting Minutes was made by Sangeetha Vijendiran and seconded by James (Jim) Knittle. The motion carried unanimously (6–0).

Alternative member Sreenivas Andra voted in place of Kaushik Joglekar. Barry Schimmel was not present at the time of the vote.

4. UPDATED ITEM(S) FROM CBOC CHAIR

4.01 Confirmation of Appointments and Introduction of New and Renewed CBOC Members (5 minutes)

Vice Chair Rajani Nair acknowledged the appointment of new and renewed CBOC members for the 2026–27 fiscal year, as approved by the Board of Trustees on June 1, 2026.

Vice Chair Rajani Nair welcomed the newly appointed members, Sreenivas Andra, Joanne Owen, and Sangeetha Vijendiran, and invited each to briefly introduce themselves. Sreenivas Andra shared his prior involvement with the District through the Parent-Teacher-Student Association (PTSA), the Local Control and Accountability Plan (LCAP), the District English Learner Advisory Committee (DLAC), and the English Learner Advisory Committee (ELAC), and expressed his enthusiasm for serving on the CBOC. Joanne Owen, a returning member, shared that she looks forward to serving another term on the Committee. Sangeetha Vijendiran, who previously served as an alternate member, expressed her appreciation for the opportunity to continue serving and her interest in supporting the Committee's oversight of the bond program expenditures.

4.02 Action to Accept the Revised 2026-2027 Meeting Calendar (5 minutes)

A motion to approve the revised 2026-2027 Meeting Calendar was made by Joanne Owen and seconded by Sangeetha Vijendiran. The motion carried unanimously (6–0).

Alternative member Sreenivas Andra voted in place of Kaushik Joglekar. Barry Schimmel was not present at the time of the vote.

4.03 Review and Consideration of CBOC Bylaws, Including Potential Subcommittee Formation and Member Participation (10 minutes)

Vice Chair Rajani Nair introduced a discussion regarding the CBOC Bylaws, noting that the Committee periodically reviews the bylaws to ensure they remain current and continue to reflect the Committee's purpose and responsibilities. She invited members to consider serving on a Bylaws Subcommittee to review the document and recommend any revisions.

Following the discussion, the Committee agreed to postpone further consideration of the item until after Item 5.01 to allow member Barry Schimmel to participate upon his arrival.

After Item 5.01, the Committee resumed consideration of this item. Member Barry Schimmel provided historical context regarding the Committee's previous bylaws review, noting that former member Patrick Traynor had advocated for regularly revisiting the bylaws and had identified several provisions for further discussion during the previous revision process. Vice Chair Rajani Nair encouraged all members, particularly new members, to review the bylaws and bring any comments or proposed revisions to the October meeting.

Sangeetha Vijendiran, Joanne Owen, and Sreenivas Andra volunteered to serve on the Bylaws Subcommittee, with Sangeetha Vijendiran serving as the subcommittee lead. Vice Chair Rajani Nair suggested that staff reach out to former CBOC member Patrick Traynor to share his perspective, given his significant involvement in the Committee's previous bylaws revision process.

4.04 Solicitation of Volunteers for the 2027 Annual Report Editorial Subcommittee (5 minutes)

Vice Chair Rajani Nair provided an overview of the CBOC Annual Report, explaining its purpose in communicating the Committee's oversight of the District's bond program and highlighting completed and ongoing bond projects. She shared her experience serving on the previous year's Editorial Subcommittee and encouraged members to participate, noting that the time commitment is minimal and that staff prepares the initial draft for the Committee's review. Member Sangeetha Vijendiran also shared that participating in the previous year's Editorial Subcommittee provided a valuable overview of the District's bond program and the Committee's role.

Annual Report Timeline:

- By August 19, 2026: Staff Nhu Nguyen will provide the draft annual report to the subcommittee
- By September 23, 2026: Subcommittee will provide edits and write-ups to Nhu
- October 21, 2026: Finalized report format reviewed by the CBOC
- January 27, 2027: Following the audit report presentation, Nhu will update the Bond Expenditures on the report and prepare a Board memo for the Chair's presentation at the Board Meeting
- March 4, 2027: Chair will present the 2025-2026 CBOC Annual Report at the Board Meeting

The Committee formed the 2027 Annual Report Editorial Subcommittee, with Sangeetha Vijendiran, Joanne Owen, and James (Jim) Knittle volunteering to serve. Sangeetha Vijendiran will serve as the

subcommittee lead, and Vice Chair Rajani Nair requested to be copied on subcommittee communications.

5. REPORTS

5.01 Presentation on the Information Technology Updates – Randy Phelps, Chief Technology Officer (10 minutes)

Randy Phelps and Omar Gutierrez provided an update on the IT Division's project progress, planning, and implementation, highlighting current initiatives and future priorities.

Key updates included:

- **Modern Devices:** The District's one-to-one device program continues, with new Chromebooks provided to incoming students and staff given a choice of Mac or Windows devices. Staff noted that the District's network currently supports more than 30,000 devices daily and is equipped to accommodate future growth.
- **IT Support:** Average help desk response time remains under six hours. The Student Support Technician Program will expand this fall, and a new districtwide help desk ticketing system will launch in August to streamline support across multiple departments.
- **Business Applications:** The District continues to support a comprehensive suite of instructional and business software, including Google Workspace, Canvas, Adobe Creative Cloud, Microsoft Office 365, Infinite Campus, Munis, and ParentSquare. Staff also continue to evaluate software usage to improve efficiency and eliminate redundant applications.
- **Community Wi-Fi:** The third-generation Community Wi-Fi program continues to expand through the District's partnership with the City of San José and collaboration with feeder districts. Staff highlighted the creation of a $10,000 annual Community Wi-Fi Scholarship, funded by SmartWave, to recognize students who have benefited from the program.
- **Safety & Security:** Updates included the modernization of the camera, bell, fire alarm, visitor management, and staff badging systems; implementation of camera-blurring software to protect student privacy during investigations; and discussion of the recent break-in at Andrew Hill High School, including video retention practices and security improvements.
- **Network Infrastructure:** Multi-Factor Authentication (MFA) has been implemented for employees and volunteers. The District continues expanding its fiber network and developing a 10-year infrastructure master plan utilizing bond funding and E-Rate resources.
- **Technology Initiatives:** Staff highlighted the successful Unduplicated Pupil Percentage (UPP) project, which has increased District reimbursement eligibility, implementation of a new health services billing application, restoration of student attendance time tracking, and ongoing efforts to evaluate and integrate artificial intelligence (AI) technologies where appropriate.

Committee members discussed school funding disparities among California districts, the District's effective use of E-rate funding to maximize technology investments, the value of maintaining technology infrastructure as part of the bond program, and the strong collaboration between the Information Technology and Bond Programs in modernizing District facilities.

5.02 Presentation on the Capital Construction Project Updates – Julio Lucas, Senior Manager of the Bond Program (10 minutes)

- **Swimming Pool Modernization (AH, EV, OG)**
  Schedule: **Fall 2029** *(previously Summer 2028)* – Total Budget: $24,200,000 (Contractor Cost: TBD)
  Area: 3 pools – Construction Team: Gilbane (CM), TBD (DBE)
  Funding Sources: Measure Z

  Julio Lucas provided an update on the swimming pool modernization projects at Andrew Hill, Evergreen Valley, and Oak Grove High Schools, noting that construction costs have increased significantly since the project was originally budgeted approximately 10 years ago. As a result, the current budget is insufficient to achieve the intended project scope, and staff will request additional Measure Z funding from the Board of Trustees in August to provide facilities comparable to those completed during the previous phase of pool modernization.

  Committee members discussed the project scope, stakeholder input, and long-term operational costs. In response to a question regarding the Evergreen Valley High School pool, staff explained that site representatives, including the principal, physical education staff, athletics staff, and Adaptive Physical Education staff, have participated in the design process. Staff clarified that the pool's competitive dimensions have not been reduced and will continue to accommodate both swimming and water polo programs in accordance with league requirements. Staff also noted that any proposed enhancements beyond the standard project scope would require additional funding and consideration of long-term maintenance costs.

  Superintendent Glenn Vanderzee explained that while community donations have previously been used to supplement projects, constructing enhanced facilities at one site could create expectations for similar improvements at other schools, resulting in increased long-term construction and maintenance costs that the District may not be able to sustain.

- **Districtwide Fencing**
  Schedule: **Summer 2026** (progressive completion) – Total Budget: $17,500,000 (Contractor Cost: TBD)

Area: As needed – Construction Team: Gilbane (CM), Lloyd Consulting Group, Inc. (Architect)
Funding Sources: Measures E, I, and Z

Julio Lucas provided an update on the Districtwide Fencing Project, highlighting the implementation of single-point entry improvements to enhance campus security by providing a controlled visitor entry while maintaining multiple emergency exit routes for safe evacuation. Staff reported that perimeter fencing has been completed at Independence High School and several other sites. The single-point entry improvements at Evergreen Valley High School are expected to be completed the following week, in time for the start of the school year. Superintendent Glenn Vander Zee emphasized that while the project establishes a single point of entry for visitors, campuses will continue to maintain multiple points of exit to ensure safe emergency egress.

- **Special Services Growth and Support Center**
  Schedule: **Summer 2027** – Total Budget: $29,000,000 ($12,500,000 from bond funds) (Contractor Cost: TBD)
  Area: As needed – Construction Team: Gilbane (CM), Rodan Builders, Inc./ HKIT, Architects (DBE)
  Funding Sources: Measures E, I, Z, and other fundings

  Julio Lucas provided an update on the Special Services Growth and Support Center at Independence High School, which will include 13 classrooms, administrative space, and classrooms equipped with dedicated restrooms and shower facilities to support students with significant special needs.

  Superintendent Glenn Vander Zee explained that the new facility will enable the District to serve more students with severe disabilities in-house, reducing the need to place approximately 130 students in County-operated programs, which carry substantially higher annual costs. He also noted that educating students within the District will provide additional opportunities for them to participate in school activities and programs.

  In response to a committee question, Julio explained that project selection is a collaborative process involving the Board of Trustees, Superintendent's Council, school site leadership, and third-party consultants who assess districtwide facility needs. He emphasized that project priorities are developed through a collaborative planning process rather than being determined by a single individual.

5.03 Information on the Capital Program Budget Adjustment Report – Sandy Nguyen, Construction Bond Program Controls Manager (5 minutes)

Sandy Nguyen presented the Board-approved Capital Program Budget Adjustment Report for the period of March through May 2026. This report showed the board-approved changes to a project budget within the last three months. We have two reports for this period: March and May.

In response to a committee question regarding long-term funding for the Information Technology program, Randy Phelps stated that the District is nearing completion of the first phase of its technology bond program and is strategically reallocating remaining contingency funds to meet current program needs. He noted that the Information Technology program has sufficient funding to sustain current initiatives and that future expenditures will be supported through the remaining bond authorization and planned long-term funding strategies to continue providing students with the technology needed to support their education.

5.04 Presentation and Action to Receive and Approve the Budgets and Expenditures Report – Cathy Nguyen, Capital Budget Manager (5 minutes)

Cathy Nguyen presented the Board-Approved Budgets and Expenditures on all bond measures (Measure G, E, I, I-Technology, Z, and N) through May 31, 2026. A summary of the overall bond program budget was presented, including the total expenditures/disbursements, current encumbrance balance, and the remaining budget balance.

During the discussion, committee members requested clarification regarding the remaining bond balances and the timeline for expending the various bond measures. Staff explained that the remaining balances reflect funding available under the respective bond measures, including Measure N, which includes funding for both capital improvements and technology projects. Staff also noted that future bond planning will continue to be guided by the District's Facilities Master Plan and evolving infrastructure needs.

In response to Barry Schimmel's question regarding declining enrollment and its impact on infrastructure planning, Superintendent Glenn Vander Zee discussed strategies to maximize District resources, including expanding community partnerships, increasing access to college and evening programs, returning Special Education students to District-operated programs, and identifying additional revenue-generating opportunities. He noted that the District will continue exploring creative solutions to address enrollment and funding challenges while maintaining existing high school campuses and adapting facilities to meet evolving educational and operational needs.

A motion to receive and approve the Budgets and Expenditures Report was made by Sangeetha Vijendiran and seconded by Joanne Owen. The motion carried unanimously (6-0).

Barry Schimmel stepped out of the room at the time of voting.

6. COMMITTEE COMMUNICATIONS / COMMENTS

6.01 Opportunity for Committee Members to Share Additional Comments (10 minutes)

Member Sreenivas Andra asked about providing a guest Wi-Fi access at Evergreen Valley High School, noting limited cellular connectivity on campus. Randy Phelps explained that guest Wi-Fi access is currently limited because it was infrequently used and created network management challenges. He stated that staff would evaluate the request, particularly at Evergreen Valley High School, and noted that parents may also access the District network by registering for the District's parent account, which provides secure network access and connectivity to the Community Wi-Fi program.

7. CONFIRMATION OF NEXT MEETING LOCATION

7.01 Confirmation of Meeting Location for Next Meeting

The next meeting will be on Wednesday, October 21, 2026, at Independence High School at 6:00 p.m. The tour of the site starts at 5:30 p.m.

8. ADJOURNMENT

8.01 Adjournment

Vice Chair Rajani Nair adjourned the meeting at 8:05 p.m.

Minutes approved by: PAUL PHAM — paul pham (10/29/2026 15:09:03 PDT)

Print Name — Signature

10/29/2026

Date

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Final Audit Report 2026-10-29

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