

**MENIFEE UNION SCHOOL DISTRICT MINUTES  
MEETING OF THE MEASURE Q BOND CITIZENS' OVERSIGHT COMMITTEE**

January 12, 2023

Menifee Union School District  
29775 Haun Road  
Menifee, California 92586

**Present:**

Gloria Sanchez  
Michael Knighten  
Debbi Manion  
Stu Blaze

**Absent:**

John Corlett

**1. Call to Order**

Minutes:

The meeting was called to order by Debbi Manion at 4:35 pm.

**2. Roll Call and Establishment of Quorum**

Minutes:

Roll Call showed that four committee members were present. Also in attendance for the duration of the meeting was Governing Board Member; Mr. Bob O'Donnell, Director of Facilities, Jim Sellers; Assistant Director of Facilities, Kyle Dee; Assistant Superintendent of Business Services, Mr. Marc Bommarito; and Secretary to the Assistant Superintendent of Business Services, Sarah McAmis.

A quorum was established.

**3. Public Comment**

Minutes:

There were no requests to speak.

**4. Approve Minutes from September 29, 2022 Meeting**

Members received the September 29, 2022 minutes and reviewed them at the meeting.

**Motion Passed:** Gloria Sanchez motioned to approve the minutes of September 29, 2022. Stu Blaze seconded the motion.

YES	Gloria Sanchez
YES	Michael Knighten
YES	Debbi Manion
YES	Stu Blaze

## **5. Finalize 2021-22 Annual Report**

Mr. Jim Sellers explained the purpose of the annual report and the fiscal reporting requirements listed in the California Education Code. The District is currently in compliance. The annual report also lists the dates the committee members met throughout the 2021-2022 year. Debbi Manion found one error; the December meeting did not actually meet quorum and was postponed to January. The correction was made to the report and reprinted for committee members to review.

Debbi Manion asked if the financial reports previously provided to the committee would also be given to the Governing Board when they review the annual report. Marc Bommarito replied that those reports can be included when the Measure Q Audit is presented to the Board. The committee agreed that including the financial report would be a valuable piece of information for Board members. Mr. Bommarito also offered to place them in his weekly update. Bob O'Donnell was in support of including it in the weekly update to the Board Members.

**Motion Passed:** Gloria Sanchez motioned to submit the Measure Q financial reports to the Governing Board in the Business Service's weekly update. Michael Knighten seconded the motion.

YES	Gloria Sanchez
YES	Michael Knighten
YES	Debbi Manion
YES	Stu Blaze

The Governing Board will receive Measure Q financial reports for their review.

**Motion Passed:** Stu Blaze motioned to finalize the annual report. Gloria Sanchez seconded the motion.

YES	Gloria Sanchez
YES	Michael Knighten
YES	Debbi Manion
YES	Stu Blaze

The 2021-22 Annual Report was signed and finalized by the Measure Q Committee. It is scheduled to be sent to the Board on February 7, 2023.

**6. COC - Vacant Positions**

Committee members discussed the two open positions that needed to be filled. The committee needs a member at large and a parent of a student that is involved with a school-connected organization (PTO/PTA) within the District. The committee agreed that an online application (Google Form) will be acceptable to fill open vacancies. The Governing Board will approve additional members to the Measure Q Oversight Committee.

**7. Determination of Next Meeting Date**

It was determined by the committee that they would meet on April 27th, 2023 to tour Kathryn Newport Middle School.

**8. Adjourn**

Meeting adjourned at 4:56pm.