

**SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
PARCEL TAX OVERSIGHT COMMITTEE
NOVEMBER 3, 2022
MINUTES**

Call to Order Assistant Superintendent Business Operations, Stella Kemp called the meeting to order at 5:01 PM virtually via google Meet.

Attendance

Members present: David Ash, Adrienne Cummings, Bryan Gesicki, Srini Kotakota, Kelly Wachowicz, John Yow and alternate Nasser Mirzai
Administrators present: Assistant Superintendent Business Operations, Stella Kemp and Board Member Shelley Clark
Not present: Karen Robman, Bhumie Shah

Open Session Agenda

Purpose and Goals of the Committee

Assistant Superintendent Business Operations, Stella Kemp welcomed everyone and reviewed Board Policy/Administrative Regulation 1221 that governs the parcel tax committee, as well as the Brown Act which dictates how public meetings must be conducted. It is very important to understand these documents. Board member Shelley Clark explained the historical decision process of how parcel tax funds became applied to teacher salaries as this was the best fit to measure funds expended based on the requirements and purpose of the ballot measure. Prior to this, the review process was very complex and cumbersome.

Election of Chairperson

Member John Yow nominated himself as Chairperson, second by Scott Reider. (6-0)

Public Comment

There was no public comment.

Review – District Financial Documents: 2021-22 Unaudited Actuals

Executive Director of Business Services, Evan Miller attended the meeting and presented the district’s Unaudited Actuals Financial Report. Mr. Miller reviewed the local review, which includes the parcel tax funds. Also reviewed was an expenditure report detailing how the funds received were spent and a financial activity report showing fees and administrative costs withheld by Contra Costa County Assessor’s office.

Next Meeting Dates:

Next meeting for late January 11, 2023 at 5pm.

Adjournment

Motion made to adjourn the meeting at 5:40 PM

Document Request(s):

- Ballot Measure Language – on website [here](#)
- Historical Info. Tax, exemptions, etc.
- Parcel Tax FTE - Teacher/School

Notes: (Included for reference only, not part of the official minutes.) Topics must be agenzized for formal discussion and recording of minutes