



## PARCEL TAX OVERSIGHT COMMITTEE MINUTES

Wednesday, May 10, 2023  
Meeting Time: 3:00 pm to 5:00 pm  
Location: Zoom Video Conference  
Meeting ID: 918-6732-5184

### **Committee Members (Present):**

Ms. Kathie Smith, Vice Chair  
Ms. Sherrone Smith (Via Zoom)  
Mr. William Higgs  
Mr. Robert Schoffner

### **Committee Members (Absent):**

Ms. Mali Watkins

### **PCCD Staff Present:**

Dr. Jannett N. Jackson, Interim Chancellor  
Dr. Stephanie Droker, Interim Deputy Chancellor, Peralta Community College District  
Dr. Nathaniel Jones III, Interim Vice Chancellor of Finance & Administration (Via Zoom)

Minutes Recorded by: Mr. Richard Ferreira, Executive Assistant, Finance & Administration

### **Guests:**

None



**1. Call to Order and Introductions**

The meeting was called to order at 3:05 p.m. with quorum by Vice Chair Smith and introductions made.

**2. Review and Approval of Agenda**

The Agenda was approved without changed.

**3. Review and Approval of Minutes**

The Minutes from the previous two (2) Parcel Tax Committee meetings on both November 02, 2022, and February 8, 2023, were approved.

**4. Public Comments**

It was encouraged to receive more input from the Public.

**5. Welcome New Committee Member(s) and appoint Chair and Vice-Chair**

Nominations for the Committee Chair were made and approved.

Mr. William Higgs as the Vice Chair

Mr. Robert Schoffner as the Chair

Ms. Kathie Smith, Vice Chair relinquished her duties.

**6. Parcel Tax Plans Parcel Tax Budget Allocation/Expenditures, Spring 2023**

The concern regarding how the Parcel Tax increased student outcomes was addressed and the initial step is to determine or define outcome. PCCD Administrators may capture the data and appropriately operationalize them, which means defining them in a standardized way, so that reporting may be reliable. Then work as a group for a narrative that is acceptable to the committee.

It is important to look at what percentages of the resources were allocated in those areas. This is so the spending becomes the unit of analysis by category to indicate that we are following the language of the Parcel Tax.



Parcel Tax Annual Report Template Motion approved with Amendment.

Motion approved with amendment. Outcomes (include)

Narrative & PowerPoint.  
Amend Template example of data.  
Using measures to clearly define reliable way.  
Include the colleges.

## **7. Other Announcements**

The Committee requested from Natasha (Legal) information regarding the Brown Act training for the Chair and Vice Chair.

Next meeting agenda items requested:

Proposed next meeting date to be September 13, 2023, at 3:00 pm.

The committee requested PCCD Administration to provide the Reports two weeks before the next meeting.

Invite Mark Johnson to the next meeting.

## **8. Adjournment**

The meeting adjourned at 3:39 pm.