

**MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
PROVISO TOWNSHIP HIGH SCHOOL DISTRICT NO. 209
October 23, 2009
11:00 A.M.**

CALL TO ORDER

Chairman James Popernik called the meeting to order at 11:09 a.m.

ROLL CALL

Present:

James Popernik, Chairman

James McEnroe, Member

Craig Schilling, Member

Also present:

Debby Vespa, ISBE

Kenya Austin, ISBE

Dr. Nettie Collins-Hart, District Superintendent

Dr. Nikita Johnson, Assistant Superintendent of Business Services

Althea Busby, Assistant Executive to the Superintendent

Timothy Cole, Baker Tilly Virchow Krause, LLP

Chris Welch, Board Member

Theresa Kelley, Board Member

Robin Foreman, Board Member

PUBLIC COMMENT

Ms. Kelly and Mr. Welch both addressed the FOP regarding the lobbyist position.

REPORTS

The District administrators presented the following reports:

Superintendent

Curriculum & instruction

Grant fiscal management

Foundation

FOIA

Finance

- The draft financial plan will be presented at the December FOP meeting.
- Site and construction – the FOP recommended that the district obtain an opinion from bond counsel with respect to the residual balance in the Site & Construction

- Tax levy – the FOP recommended that the District consider increasing the tax levy to represent a 1% – 2% increase over the prior year (2008) extension.

APPROVAL OF MINUTES

A motion was made to approve the minutes from the September 28, 2009 meeting
By Dr. Schilling and seconded by Mr. McEnroe

Upon discussion, Dr. Collins-Hart requested that the minutes be corrected to reflect the receipt of a letter regarding the source of funds.

All voted in favor to approve, as corrected; no nays.

ACTION ITEMS

Personnel report

Dr Schilling moved and seconded by Dr. Popernik.

The Panel discussed the report – the FOP would like the report to provide a listing of staff paid through local funds, with a subtotal, and then enumerate staff paid by grant monies and provide a grand total.

All voted in favor to approve the personnel report, no nays.

Contingency transfer

Mr. McEnroe moved and seconded by Dr. Schilling; McEnroe aye, Schilling and Popernik nay; motion fails.

Bills payable and August payroll

Dr Popernik moved to approve the bills payable in the amount of \$2,212,369.55 and the September payroll in the amount of \$2,728,133.10 and Mr McEnroe seconded.

All voted in favor to approve the bills payable and September payroll, no nays.

Attorney fees

Information item only – included in approval above.

Contract/Bids

Legat – the FOP recommended in the future that the District obtain a time & material not-to-exceed quote from the architect. The FOP also requested a copy of the contract with Legat and master agreement.

Dr. Schilling moved and seconded by Dr. Popernik to approve engaging Legat at a cost not to exceed \$20,090.00; all voted in favor to approve.

Health Insurance Broker – Dr. Schilling moved and seconded by Mr. McEnroe. A discussion ensued that included a review of the bidding process for these services.

The motion was amended to approve this vendor in the original amount (\$72,000.00) and to direct the administration to negotiate with the vendor to attempt to obtain a lower fee.

All voted in favor to approve, as amended; no nays.

Scavenger Services; Office Supplies/Maintenance Supplies – Dr. Schilling moved and seconded by Mr. McEnroe. All voted aye.

Items F, G & H

Information items only – no action necessary.

Policy manual updates (2nd reading)

Dr. Schilling moved and seconded by Mr. McEnroe. All voted in favor to approve, no nays.

Policy manual updates (1st reading)

The FOP recommended that the District consider the use of compensatory time.

No action necessary.

Attorney for Special Project/Legislative Counselor/Lobbyist

Dr. Schilling moved and seconded by Mr. McEnroe.

A discussion ensued regarding the selection process. The FOP questioned whether the fee was contingent upon the receipt of grant revenues by the District.

The FOP requested a copy of the proposed contract with this individual and requested a copy of the individual's resume.

Dr Schilling moved to table the motion to approve, seconded by Mr. McEnroe. All voted in favor to table the approval of this item, no nays.

District Goals

Moved by Mr. McEnroe and seconded by Dr. Popernik. All voted in favor to approve, no nays.

Interfund Transfers

The FOP discussed the interfund transfers. The ISBE would like the District to make interfund loans to cover deficits, but not to abate/abolish the working cash fund.

NEW BUSINESS

Targeting Achievement through Governance – TAG: no action necessary.

EXECUTIVE SESSION

A motion was made to enter Executive Session in accordance with 5 ILCS 120/2(c) (1) for the purpose of Personnel, 5 ILCS 120/2(c) (2) collective bargaining, and 5 ILCS 120/2(c) (11) Litigation at 1:28p.m.

By Dr. Schilling and seconded by Mr. McEnroe

All voted in favor to approve, no nays

A motion was made to exit out of Executive Session at 1:44 p.m.

By Dr. Popernik seconded by Dr. Schilling

All voted in favor to approve, no nays

ADJOURNMENT

Dr. Schilling moved and seconded by Mr. McEnroe at 1:45 p.m.

All voted in favor to approve, no nays