

**MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
PROVISO TOWNSHIP HIGH SCHOOL DISTRICT NO. 209
December 18, 2009
1:00 P.M.**

CALL TO ORDER

Chairman James Popernik called the meeting to order at 1:00 p.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 for Finance and Operations

Timothy Cole, Baker Tilly Virchow Krause, LLP

Chris Welch, Board Member

Theresa Kelley, Board Member

Robert Cox, Board Member

PUBLIC COMMENT

A number of people addressed the FOP regarding the financial plan, the District's financial situation and the proposed budget reductions.

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 5:50 p.m.

By Dr. Schilling and seconded by Mr. McEnroe

All voted in favor to approve, no nays

The public portion of the meeting was reconvened at 2:02

Linda Mitchell, CFO of the Illinois State Board of Education addressed the FOP regarding potential reductions in state funding that may impact the District in its FY 2011. She indicated that it is possible that the general state aid alternative grant would be eliminated and, if so, the District would lose \$1.7 million in revenue.

FINANCIAL PLAN

Dr. Johnson addressed the financial plan with the FOP. She indicated that the School Board did not vote on a financial plan in December, but that she intends to bring this to the School Board at its meeting on January 11, 2010.

After discussion, the FOP offered that Dr. Schilling would assist Dr. Johnson in developing a financial projection template. Dr. Schilling offered he would be able to meet at her earliest convenience – Dr. Johnson indicated that she would not be available until the first week of January.

The FOP requested a revised projection for the next meeting without any of the proposed reductions. The assumptions are to be as follows:

- Exclude \$1.7 million of state aid
- Project property taxes – use actual CPI
- Federal revenues should be projected with no increase
- Dr. Johnson to work with Debby Vespa on categorical grants
- Use a step increase for salaries

REPORTS

The District administrators presented the following reports:

Superintendent

Curriculum & instruction

Grant fiscal management

Foundation

FOIA

Finance

There was a presentation of the facility repair needs

The FOP requested that Dr. Johnson look at the Transportation Fund. The expenditures appear to be running under budget and the FOP would like to know if the District projects to under spend in the fund this year.

ACTION ITEMS

Personnel report

Dr Collins-Hart advised the FOP that items 1, 4 & 6 had been tabled by the District Board.

Dr Schilling moved, subject to the change, and seconded by Dr. Popernik.

Certified staff

Employment

Termination
Non-Certified Staff
Termination
Other employment

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

Bills payable and November payroll

Mr McEnroe moved to approve the bills payable in the amount of \$2,853,593.33 and the November payroll in the amount of \$2,017,146.42 and Mr Schilling seconded.

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

Attorney fees

No action necessary - Information item only – included in approval above.

Contract/Bids

- a. *Hemisphere Educational Travel – 2010 Proviso East Senior Trip*
- b. *Applied Scholastics International (SES)*

Dr. Schilling moved and seconded by Dr Popernik to approve the contracts/bids; all voted in favor to approve.

Items E, I, J, K N & P

Information items only – no action necessary.

Approval of the Settlement Agreement – Employee #1982

Dr Schilling moved and seconded by Dr Popernik to approve the settlement agreement; all voted in favor to approve.

Approval of the 2009 Tax Levy and resolutions, as presented

Dr Schilling moved and seconded by Mr McEnroe to approve the 2009 tax levy and resolutions; all voted in favor to approve.

Approval of the FY 11 Budget Calendar

Dr Popernik moved and seconded by Mr McEnroe to approve the FY 11 budget calendar; all voted in favor to approve.

Resolution – Interfund Loan Repayment

Dr Schilling moved and seconded by Mr McEnroe to adopt the resolution; all voted in favor.

The FOP requested that the administration analyze the District's cash flows again.

Resolution – Working Cash Fund Loan

Mr McEnroe moved and seconded by Dr Schilling to adopt the resolution; all voted in favor.

Approval to Apply for Race to the Top Funding

Dr Schilling moved and seconded by Dr Popernik to approve the Race to the Top application; all voted in favor.

Old Business

Request from Mr Welch to reconsider approval of the lobbyist – Mr Welch addressed the FOP regarding the lobbyist position. The District has been told that “Member Initiative Money” is available and he would be happy to present this in January. After a discussion, the FOP agreed to add this item to the agenda for the next meeting.

State Funding – Debby Vespa addressed the FOP on the State funding outlook and the funding that could be accessed.

Dr. Schilling recommended that the District apply each year for the capital improvement grant program.

The FOP requested that the administration make arrangements to record the open sessions of the FOP.

There was a brief discussion of future meeting dates:

Future FOP Meetings:

Date -	Time -	Location -
January 21 st	7 p.m.	PMSA
January 25 th	7 p.m.	West
February 22 nd	1 p.m.	PMSA
March 16 th	7:30 p.m.	East

ADJOURNMENT

Dr. Schilling moved and seconded by Mr. McEnroe at 4:21 p.m.
All voted in favor to approve, no nays