

**MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
PROVISO TOWNSHIP HIGH SCHOOL DISTRICT NO. 209
April 22, 2009
1:00 P.M.**

CALL TO ORDER

Chairman James Popernik called the meeting to order at 1:10 p.m.

ROLL CALL

Present:

James Popernik, Chairman
James McEnroe, Member
Craig Schilling, Member

Also present:

Debby Vespa, ISBE via telephone
Kenya Austin, ISBE
Dr. Nettie Collins-Hart, District Superintendent
Althea Busby, Executive Assistant to Superintendent
Dr. Nikita Johnson, Assistant Superintendent of Business Services
Cheryl Pruitt, Assistant Superintendent of Curriculum & Instruction
Sharon Palmer, Director of Accounting

Public Comment: Bill – Community member supported the idea of issuing an RFP for an Insurance Brokerage services. The FOP stated that by issuing an RFP for these services could save the district approximately \$200,000 to \$250,000. This could assist in providing additional services to students. He also stated that he would like the district to also consider going into a consortium of school districts.

Dr. Johnson discussed in Finance Report that the 2008 audit was completed with a reduction in all funds. Dr. Popernik asked that copies of the Management Letter be sent to the FOP members. Dr. Johnson stated that she will provide everyone with copies. Dr. Johnson stated that the adjusting entries have not yet been posted to the district fund balances.

A motion was made to approve minutes of March 30, 2009

By Mr. McEnroe and seconded by Dr. Popernik.
All approved, no nays

A motion was made to approve minutes of April 09, 2009

By Mr. McEnroe and seconded by Dr. Popernik.
All approved, no nays

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 1:30 p.m.

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

A motion was made to exit out of Executive Session at 2:17 p.m.

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

In the review of the administrative contracts template language, Mr. McEnroe did not feel that the employee contribution amount for single and family coverage should be different for teachers and the administration. Dr. Schilling stated that teacher and administration should be equally paying the same.

In the review of the proposal bid for insurance brokering and auditing services, Dr. Schilling and Dr. Popernik discussed the difference between broker and consultants for the RFP and what is best for the district. Dr. Johnson stated that Mike Nugent received the proposal and Mike Baker would like to bid, so they will not prepare the RFP. Mr. McEnroe stated that self-insurance is another opportunity. Dr. Popernik also stated that the district really did not need the boiler plate pages 2 – 4 but Dr. Johnson stated that she would like to keep the pages in for her staff.

There was no discussion on the Student Performance Goals. No action was taken.

During the review of Treasurer's Report and Bank Reconciliation Reports, Mr. McEnroe stated that he would like to see a statement of position for the funds as well as the bank reconciliation.

The discussion of the building rental policy was table for next meeting

Action Items:

A motion was made to approve Action Items A-1a – 3 Personnel Report
By Dr, Schilling and seconded by Dr. Popernik.
All approved, no nays

A motion was made to approve Action Items B – Bills Payable & March Payroll
By Dr, Schilling and seconded by Dr. Popernik.
By roll call vote, all approved, no nays

A motion was made to approve Action Item C 1, 2, 3, 4, 5 – Contract/Bids
By Mr. McEnroe and seconded by Dr. Schilling.
By roll call vote, all approved, no nays

It was discussed that Item 4 Cummins Power was not required for bidding because this was an emergency due to the flood at Proviso East.

Action Items D, E, F these are informational items and no action was taken

A motion was made to approve Action Items G – Summer School Fees
By Dr, Schilling and seconded by Dr. Popernik.
All approved, no nays

Dr. Popernik inquired as to whether the summer school program is self-sustaining to which Dr. Collins-Hart stated that it is not. Dr. Popernik suggested that it would be good to review the revenue received and the expenditures incurred for this program to determine how much this program is costing the district.

A motion was made to approve Action Items H – Student Fee Schedule 2009/2010
By Mr. McEnroe and seconded by Dr. Schilling.
All approved, no nays

Dr. Johnson stated that these fees are the same as last year fee schedule.

Adjournment at 3:01pm