FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Executive Session and Regular Meeting
Tuesday, July 15, 2003
Venice-Lincoln Technical Center – 2nd Floor Cafeteria Room
300 South Fourth Street, Venice, Illinois
6:00 P.M.

1. Call to Order
2. Roll Call
3. Election of Secretary and Treasurer
4. Set Meeting Dates
5. Discuss Open Meeting Act and Freedom of Information Act
6. Review Financial Oversight Panel Duties and Responsibilities
7. Set the Financial Oversight Panel Budget
8. Procedures Regarding Hiring and Expenditure Approvals
9. Discussion of District’s Financial Condition
10. Report from District
11. Discussion of Tax Anticipation Warrants, Emergency Financial Grant and Loan
12. Executive Session— In accordance with 5 ILCS 120/2(c) Personnel and Contracts
13. Review and action to approve District's Board Meetings' Minutes, treasurer's report, board bills payable, payroll for the following dates:
   June 26th Regular Board Meeting, June 30th Special Board Meeting, and July 10th Regular Board Meeting, 2003
   Action to approve resignations
   Action to approve employment of personnel
   Action to approve Board bills payable
   Action to approve payroll

14. New/Other Business

15. Comments from Public

16. Adjournment
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MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, JULY 15, 2003
REGULAR MEETING
6:00 P.M.

CALL TO ORDER
Mr. Rudolph Wilson called the meeting to order at 6:05 P.M. at the Venice Lincoln Technical Center, 300 South Fourth Street, Venice, Illinois.

ROLL CALL
Present were:
   Rudolph Wilson, Chairperson
   Mary Kane, member
Absent were:
   Michael Blacharczyk, member
   (Michael Blacharczyk arrived at 6:27 p.m.)

Also present were:
   Donna Luallen, Deborah Vespa, and Carl Holman, ISBE School Finance
   Harry Blackburn, Carol Barlow, Renee Vilatte, ISBE Legal Counsel

ELECTION OF SECRETARY AND TREASURER
Motion by Mary Kane to elect Mike Blacharczyk as the Secretary of the Venice Community Unit School District No. 3 Financial Oversight Panel. Seconded by Chairman Wilson. Mary Kane and Chairman Wilson voted yea. Michael Blacharczyk absent.

Motion by Mary Kane to elect Mary Kane as the Treasurer of the Venice Community Unit School District No. 3 Financial Oversight Panel. Seconded by Rudolph Wilson. Mary Kane and Chairman Wilson voted yea. Michael Blacharczyk absent.

SET MEETING DATES
Motion by Mary Kane that the Venice Community Unit School District No. 3 Financial Oversight Panel meetings be held the first Thursday of each month, at the Venice-Lincoln Technical Center, 2nd Floor Cafeteria, at 6:00 p.m. Seconded by Chairman Wilson. Unanimously passed by voice vote.

OPEN MEETINGS ACT AND FREEDOM OF INFORMATION ACT
Chairman Wilson had Carl Holman, ISBE, discuss the Open Meetings Act and the Freedom of Information Act. Panel members were provided hardcopies of both acts in their packets.
FINANCIAL OVERSIGHT PANEL DUTIES AND RESPONSIBILITIES

Chairman Wilson had Carl Holman, ISBE, present the Financial Oversight Panel Duties and Responsibilities as per Article 1B of the School Code. Panel members were provided hardcopies of this section of the Code. Mr. Holman informed the Panel and also the public, the Article can be found on the Illinois State Board of Education's website at the following address isbe.net. Mr. Holman read the purpose of the Financial Oversight Panel which is the following:

The purpose of the Financial Oversight Panel shall be to exercise financial control over the board of education, and, when approved by the State Board and the State Superintendent of Education, to furnish financial assistance so that the board can provide public education within the board's jurisdiction while permitting the board to meet its obligations to its creditors and the holders of its notes and bonds. Except as expressly limited by this Article, the Panel shall have all powers necessary to meet its responsibilities and to carry out its purposes and the purposes of this Article, including, but not limited to, the following powers: (§ 105 ILCS 5/1B-6. General Powers)

Mr. Holman then highlighted some of the major powers of the Oversight Panel under Section 1B-6. They were the following:

(c) to appoint a Financial Administrator to serve as the chief executive officer of the Panel. The Financial Administrator may be an individual, partnership, corporation, including an accounting firm, or other entity determined by the Panel to be qualified to serve; and to appoint other officers, agents, and employees of the Panel, define their duties and qualifications and fix their compensation and employee benefits;

(e) to approve any and all bonds, notes, teachers orders, tax anticipation warrants, and other evidences of indebtedness prior to issuance or sale by the school district; and notwithstanding any other provision of The School Code, as now or hereafter amended [105 ILCS 5/1-1 et seq.], no bonds, notes, teachers orders, tax anticipation warrants or other evidences of indebtedness shall be issued or sold by the school district or be legally binding upon or enforceable against the local board of education unless and until the approval of the Panel has been received;

(f) to approve all property tax levies of the school district and require adjustments thereto as the Panel deems necessary or advisable;

(g) to require and approve a school district financial plan;

(h) to approve and require revisions of the school district budget;

(i) to approve all contracts and other obligations as the Panel deems necessary and appropriate;

(j) to authorize emergency State financial assistance, including requirements regarding the terms and conditions of repayment of such assistance, and to require the board of education to levy a separate local property tax, subject to the limitations of Section 1B-8
[105 ILCS 5/1B-8], sufficient to repay such assistance consistent with the terms and conditions of repayment and the district's approved financial plan and budget;

(l) to recommend dissolution or reorganization of the school district to the General Assembly if in the Panel's judgment the circumstances so require;

(n) to determine the amount of emergency State financial assistance to be made available to the school district, and to establish an operating budget for the Panel to be supported by funds available from such assistance, with the assistance and the budget required to be approved by the State Superintendent;

(p) to engage the services of consultants for rendering professional and technical assistance and advice on matters within the Panel's power;

(r) to pay the expenses of its operations based on the Panel's budget as approved by the State Superintendent from emergency financial assistance funds available to the district or from deductions from the district's general State aid; and

(s) to do any and all things necessary or convenient to carry out its purposes and exercise the powers given to the Panel by this Article.

Mr. Holman then briefly covered some additional sections of Article 1B which were the following:

§ 105 ILCS 5/1B-7. Financial Administrator; Powers and Duties
(Referred to this section in regards to the RFSP for the Financial Admin.)

§ 105 ILCS 5/1B-8. [School District Emergency Financial Assistance Fund; payments]
(Referred to this section for the agenda item #11)

§ 105 ILCS 5/1B-12. Financial Plans
The local board shall develop, adopt and submit to the Panel for approval an initial financial plan with respect to the remaining portion of the current fiscal year and for the 2 succeeding fiscal years. The Panel shall require that each financial plan cover a period of at least 3 fiscal years. The Panel shall approve or reject the financial plan within 30 days of its receipt. No financial plan shall have force or effect without approval of the Panel.

FINANCIAL OVERSIGHT PANEL BUDGET
Upon Chairman Wilson request, Deborah Vespa, ISBE, presented the preliminary Panel Budget which consisted of the following items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Transportation and Travel</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>400.00</td>
</tr>
<tr>
<td>Postage</td>
<td>200.00</td>
</tr>
</tbody>
</table>
Motion to approve the Preliminary Budget for the Venice Community Unit School District No. 3 Financial Oversight Panel as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

PROCEDURES REGARDING HIRING AND EXPENDITURE APPROVALS
Chairman Wilson requested Carl Holman and Deborah Vespa from ISBE to present on the necessary procedures which the Venice Board of Education and the Financial Oversight Panel must follow. Mr. Holman explained that until a Financial Administrator is appointed, the State Board of Education will act as the Financial Administrator. A representative from the State Board will attend the District Board meetings and prepare the materials to bring back to the Oversight Panel for approval. All financial transactions which the Local Board of Education approves at their meetings will come before the Panel for approval. The District is not allowed to hire, spend, nor enter into Short- or Long-term Debt, etc. without the Oversight Panel's approval. The Financial Oversight Panel will take action on these matters after the Venice School Board approves the items. Ms. Vespa expounded on the importance of good communication between the Board of Education and the future Financial Administrator for the Panel. There will be a minimum of one Oversight Panel meeting a month with Special meetings to be scheduled on an as needed basis.

DISCUSSION OF DISTRICT'S FINANCIAL CONDITION
Chairman Wilson asked Carl Holman, ISBE, to present on the financial condition of the district. Mr. Holman shared with the Panel the most recent Cash Flow projection. (see attached) The public was able to view the same on the overhead screen. Mr. Holman explained the assumptions that were made and the limitations with the cash flow analysis. For this analysis, Venice K – 12 operations were broken out in one section, Venice-Lincoln Technical Center in another section, and then the combined operations for both. The district has a number of bank accounts which were established in July 2002. Also, this analysis includes Restricted Funds due to the condition of the district's records. The district has executed an Education Fund Tax Anticipation Warrant in the amount of $170,564 on June 12, 2003. That amount would be included in the beginning bank account balances. Mr. Holman also expressed to the Panel members that copies of the FY2002 Annual Financial Report (completed on June 30, 2003) and Analysis worksheets for the FY2002 Financials can be found in their packets. Chairman Wilson inquired regarding the District’s liabilities outstanding. Mr. Holman responded the amount shown on the Cash Flow Analysis was probably a conservative estimate. The true amount outstanding would be more than what was shown on the statement. It is imperative the district establish an accurate picture of what liabilities are outstanding. Mr. Holman clarified that the analysis shown, did not include the Special Education liabilities owed to Madison County Region I Coop, Granite City CUSD #9, and Madison CUSD #12.

REPORT FROM THE DISTRICT
No Report was given by the district.
DISCUSSION OF TAX ANTICIPATION WARRANTS, EMERGENCY FINANCIAL
GRANT AND LOAN
Chairman Wilson asked Deborah Vespa to present on the availability of the Emergency Financial Assistance Grant and Loan. Ms. Vespa reminded the Panel the district had already exhausted their draw on the Education Fund Tax Anticipation Warrant in the amount of $170,564 which is 85% maximum of the Education Fund Tax Extension. If the Oversight Panel chooses, they can petition the State Board for both the Emergency Grant and Loan. As could be seen in the Cash Flow Analysis, the district needs some infusion of cash prior to the issuance of the General State Aid Hold Harmless payment in August 2003. The Grant would be calculated at $250 per child which would amount to $62,500 (250 pupils @$250.00). The total amount of the Emergency Loan the district would be entitled to would amount to $250,000 (250 pupils @$1,000). Chairman Wilson asked what the interest rate would be on the loan. Ms. Vespa referred to Section 1B-8 which lists the formula to arrive at the interest rate. She stated with the current low interest rates, the interest rate the district would receive would be extremely low. Panel member Blacharczyk inquired if the district could draw down on the loan on an as needed basis. Ms. Vespa recommended the Oversight Panel should request the full amount of the loan, however, they would have the option of receiving the full amount at one time or draw down as needed. Panel member Kane inquired if the district could invest the proceeds of the loan which the district. Ms. Vespa responded yes

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel and contractual matters was made by Mary Kane at 7:30 P.M. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

RESUMPTION
Motion to reconvene was made at 8:35 P.M. by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

ACTION TO APPROVE DISTRICT'S BOARD FINANCIAL MATTERS
Ms. Vespa presented a summary of the personnel and financial reports as approved by the Board. (See attached). She noted the items that did not require any Panel action.

Regarding item I.A. (approval of Tax Anticipation Warrants), there was no Panel action taken.

Motion to Table item II.A (Teacher's and Employee's Payroll for the Venice Public Schools) as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Table item II.B (Teacher's and Employee's Payroll for the Venice-Lincoln Technical Center) as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
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Regarding item II.C (Approval of Monthly Bills for Venice K – 12), Panel requested the District to provide further documentation on the Joe Hughes & Associates Bill in the amount of $4,350.00.

Motion to Approve item II.C (Approval of Monthly Bills for Venice K – 12) as presented with the exception of the Joe Hughes & Associates bill in the amount of $4,350.00 was made by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item II.D (Approval of Monthly Bills for Venice-Lincoln Technical Center) as presented was made by Michael Blacharczyk.
Seconded by Chairman Rudolph Wilson.
Unanimously passed by voice vote.

Motion to Approve item II.E (Approval of Monthly Bills for Evenstart) as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Approve item II.F (Accepted a letter of resignation from Superintendent, Mr. James Farmer, as of July 1, 2003) as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Table item II.G (Approval to hire Shirley Davis as Principal for K – 12 for FY04 for a 120 days contract beginning on July 1, 2003 at the same salary as in FY03 ($300.00 per day)) as presented was made by Michael Blacharczyk.
Seconded by Chairman Rudolph Wilson.
Unanimously passed by voice vote.

Motion to Approve item III.A (Approval to hire Mr. Robert Vickers as Interim Superintendent with a start date of July 1, 2003) as presented was made by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item IV.B (Approval of the Snow Removal Contract in the amount of $45.00 per hour for the 2003-2004 school year with Judy Holt Snow Plowing, 2443 Bryon Ave., Granite City) as presented was made by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Regarding item IV.B (Approval of Sale of surplus Bus #6 and Bus #11 to Bishop John Henry Williams of Venice for $1.00 each), Panel requested District to provide further documentation regarding the Board of Education's Approval of the sale (BOE Minutes), Published Notifications
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of the sale, established Board of Education procedures to dispose of capital assets, and the bus
descriptions including size, age, odometer reading, condition, years of service, etc.

Motion to Table item IV.B (Approval of Sale of surplus Bus #6 and Bus #11 to Bishop John
Henry Williams of Venice for $1.00 each) as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Regarding item IV.C (Approval that when money becomes available, all Attendance Bonuses
will be paid for all Certified and Non-Certified staff), Panel requested District to provide proper
documentation on employee absences. Request district to provide analysis to total costs.

Motion to Table item IV.C (Approval that when money becomes available, all Attendance
Bonuses will be paid for all Certified and Non-Certified staff), as presented was made by
Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Table item IV.D (Approval to hire Dr. Ronald Ganschinietz as Interim Superintendent
effective beginning Monday, July 14, 2003 for 120 days at a salary of $40,000 with no benefits
and to be paid only for days worked), as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Approve item IV.E (Approval that Mr. Robert Vickers be paid $350.00 per day for his
services as Interim Superintendent (approximately 7 days = $2,450.00)), as presented was made
by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Table items IV.F, G, H, I, J (Approval to hire Laura Jones as School Psychologist at
$85.00 per hour; Approval that Euclaire Shelby, Intermediate Sp Ed Teacher, be paid at a rate of
$31,525.21 for the 2003-2004 school year; Approval to hire Jerry Pruitt for Grade 1 at a salary of
$27,473.19 for the 2003-2004 school year; Approval to hire Brad Garland as Physical Ed /
Driver’s Ed Teacher at a salary of $30,343.80; Approval that Mr. Kofi Aidoo, H.S. Sp Ed
Teacher, be paid $825.00 for Special Education Evaluations performed this summer) as
presented was made by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item IV.K. (Approval of Superintendent Vickers recommendation to notify
all employees whose term of employment should have ended with the last day of student
attendance in the 2002-2003 School year, and are still working, that their final day for the 2002-
2003 year will end at 4:00 p.m., July 11, 2003: Irene Alford, Lawatha Hardy, Robert McKenzie,
Eddie Salmond, Jr., Dale Turner, Nicole Williams, John Henry Williams, and Ricky Williams)
as presented was made by Michael Blacharczyk.
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Seconded by Mary Kane.
Unanimously passed by voice vote.

NEW BUSINESS
Motion to Petition the Illinois State Board of Education for the Emergency Financial Assistance Grant in the amount of $62,500 and Emergency Financial Assistance Loan in the amount of $250,000 was made by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to approve Deborah Vespa, ISBE, and Carl Holman, ISBE, to work with Chairman Rudolph Wilson to develop the REQUEST FOR COMPETITIVE SEALED PROPOSALS (RCSP): Financial Administrator for Venice Community Unit School District No. 3 was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

ADJOURNMENT
Motion to adjourn was made at 8:57 P.M. by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA

Executive Session and Special Meeting
Wednesday, July 30, 2003
Venice Administrative Building – Board Conference Room
700 Broadway, Venice, Illinois
11:30 A.M.

1. Call to Order
2. Roll Call
3. Comments from the Public
4. Executive Session -- In accordance with 5 ILCS 120/2 -- Contracts
5. Discussion and Action to Approve Special Audit
6. Discussion and Action to Approve of Financial Emergency Assistance Loan
7. Discussion and Action to Approve Venice School District 3 Board Action on Bids Received in Regard to the School Renovation Grant.
8. New/Other Business
9. Questions from the Public
10. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
WEDNESDAY, JULY 30, 2003
SPECIAL MEETING
11:35 A.M.

CALL TO ORDER
Mr. Rudolph Wilson called the meeting to order at 11:30 A.M. at the Venice Community Unit School District Administrative Building, Board Conference Room, 700 Broadway, Venice, Illinois.

ROLL CALL
Present were:
   Rudolph Wilson, Chairperson
   Mary Kane, member (via phone)
   Michael Blacharczyk, member (via phone)

Also present were:
   Donna Luallen, Deborah Vespa, and Carl Holman, ISBE School Finance
   Carol Barlow, Renee Vilatte, ISBE Legal Counsel
   Marcia Kelley and Betty Hendrickson, ISBE Special Education

COMMENTS FROM THE PUBLIC
None

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel and contractual matters was made by Mary Kane at 11:35 A.M. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

RESUMPTION
Motion to reconvene was made at 12:35 P.M. by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

DISCUSSION AND ACTION TO APPROVE SPECIAL AUDIT
Motion to Approve hiring Kerber, Eck & Braeckel, LLP to perform the special audit as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
DISCUSSION AND ACTION TO APPROVE FINANCIAL EMERGENCY ASSISTANCE LOAN

Chairman Wilson asked Deb Vespa to explain the Financial Emergency Assistance Loan. Ms. Vespa informed the Panel of the amount of the loan, $250,000, which is $1,000 per pupil (250 pupils enrolled in the previous year). The district will be required to repay the principal sum of $250,000, together with simple interest over the term of the loan (9 years) at a rate equal to 0.365% (50% of the one-year Constant Maturity Treasury (CMT) yield as last published by the Board of Governor’s of the Federal Reserve System before the date on which the District’s loan is approved by the State Board - 1.13% on July 25, 2003). The loan repayment schedule is attached. Ms. Vespa also informed the Panel the district would need to repay this loan before the dissolution of the Panel. The Venice CUSD No. 3 Board of Education approved this Loan agreement at a Special Board meeting on July 29, 2003 at 11:00 a.m.

Motion to Approve the Emergency Financial Assistance Loan as presented was made by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

DISCUSSION AND ACTION TO APPROVE VENICE SCHOOL DISTRICT 3 BOARD ACTION ON BIDS RECEIVED IN REGARD TO THE SCHOOL RENOVATION GRANT

Chairman Wilson requested Dr. Ganschinietz to present to the Panel the details of this item. Dr. Ganschinietz informed the Panel that James Harter, of FGM Architects handled the letting of the bids and the low bidder was Fitzpatrick-Murphy. The total bid amount was $314,950. The base bid amount was $245,000 with three additional alternates; Alternate #1, Existing door and frame replacement $57,900, Alternate #4, Existing display case wire glass work $6,050, and Alternate #5, Electric water cooler replacement $6,000. Mary Kane asked if these were Health/Life/Safety issues. Dr. Ganschinietz stated they were H/L/S issues and the district is entitled to a $500,000 School Renovation Grant from the ISBE. Deb Vespa informed the Superintendent and the Panel that the ISBE would be willing to assist the district so when the bills are submitted for reimbursement, the payments can be reimbursed so it would free up additional money for the remainder of the project (assist in the cash flow). Dr. Ganschinietz answered Michael Blacharczyk’s question of who investigated the low bidder - the FGM Architectural firm assures the district of the contractor’s skill and performance on other school related jobs. Chairman Wilson asked Dr. Ganschinietz if this bid included tuckpointing. Dr. Ganschinietz replied that it does not. The Venice CUSD No. 3 Board of Education approved this item at their Regular Board meeting on July 24, 2003 at 6:00 p.m. (see attached FGM document)

Motion to Approve Venice Community Unit School District No. 3 Board Action on Bid Received in Regards to the School Renovation Grant as presented was made by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

NEW / OTHER BUSINESS
None
ADJOURNMENT
Motion to adjourn was made at 12:46 P.M. by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.
AGENDA

Executive Session and Regular Meeting
Thursday, August 7, 2003
Venice-Lincoln Technical Center – 2nd Floor Cafeteria Room
300 South Fourth Street, Venice, Illinois
6:00 P.M.

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Comments from the Public
5. Report from District Superintendent
6. Action to Approve Future Meeting Dates
7. Report from Illinois State Board of Education
8. Executive Session – In accordance with 5 ILCS 120/2(c)(1) for Employments and (c)(2) for Collective Negotiating Matters
9. Action on postponed items from the July 15th regular FOP meeting
   Action to approve Board bills payable
   Action to approve employments and/or resignations
   Action to approve payroll
10. Review and action regarding July 24th regular Board meeting:
    Review of Board minutes
    Review of treasurer’s report
    Action to approve Board bills payable
    Action to approve employments and/or resignations
    Action to approve payroll
11. New/Other Business
12. Questions from the Public
13. Adjournment
CALL TO ORDER
Mr. Rudolph Wilson called the meeting to order at 6:00 P.M. at the Venice Lincoln Technical Center, 300 South Fourth Street, Venice, Illinois.

ROLL CALL
Present were:
   Rudolph Wilson, Chairperson
   Mary Kane, member
Absent were:
   Michael Blacharczyk, member
Also present were:
   Donna Luallen, Deborah Vespa, and Carl Holman, ISBE School Finance
   Harry Blackburn, Carol Barlow, ISBE Legal Counsel

APPROVAL OF MINUTES
Motion to approve the minutes of the last regular meeting of July 15, 2003 was made by Mary Kane. Seconded by Chairman Wilson. Mary Kane and Chairman Wilson voted yea.

COMMENTS FROM THE PUBLIC
Mr. Wilson invited comments from the Public. There were none.

REPORT FROM DISTRICT SUPERINTENDENT
Chairman Wilson asked Dr. Ganschinietz for his report. Superintendent Ganschinietz reported on the following items:
1. BOE is considering consolidating bank accounts into one main account with the activity/revolving fund to be kept separate.
2. Tentative FY04 Budget will be completed by Thursday, August 14th
3. District received a request for a Charter School from the Donald Edwin Garrett Charter School. BOE is in process of scheduling appropriate hearings. The proposed purpose of the Charter School will be to serve drop outs in the 1st year and the 2nd year the school would serve Elementary and Secondary Children.
4. Bell system for the High school is being addressed. Ganschinietz stressed the need to have this system in place by the start of school.
5. BOE had Special Board meeting today. Actions approved were the BOE approved
the $5,173.59 payment to Madison Co. Region 1 Special Education Cooperative; Approval to rescind all but 2 of the staff at the Venice-Lincoln Technical Center; and accepted the resignation letter from an employee.

6. Reported on the status of the Re-creation of the FY03 Accounting Records.

SET MEETING DATES
Chairman Wilson discussed the need to change the planned meeting dates. Carl Holman presented schedules outlining the dates for 1st Wednesdays and 1st Tuesdays for each month. Mr. Holman stated that he had discussed these dates with Mr. Blacharczyk and he preferred meeting on Tuesdays due to his schedule. Mary Kane and Mr. Wilson stated the 1st Tuesday would work on their calendars as well.

Motion by Mary Kane that the Venice Community Unit School District No. 3 Financial Oversight Panel meetings be held the first Tuesday of each month, at the Venice-Lincoln Technical Center, 2nd Floor Cafeteria, at 6:00 p.m. as presented. Seconded by Chairman Wilson. Mary Kane and Chairman Wilson voted yea.

REPORT FROM ILLINOIS STATE BOARD OF EDUCATION
Mr. Wilson asked Carl Holman to present his report. Mr. Holman presented his analysis on the district’s estimated outstanding liabilities. (see attached summary Venice Estimated Liabilities.xls Summary) The district has approximately $634,457.56 in liabilities outstanding. This includes the $83,142.30 remaining from the Educational Fund Tax Anticipation Warrants that were issued in June of 2003. Mr. Holman reported the District Superintendent is addressing the Special Education liabilities outstanding. The district is in arrears on its federal and state withholding payments.

Mr. Holman also referred the Panel members to the update cash flow contained in the packet outlining the month of August. Due to the considerable amount of debt the district owes, Mr. Holman has recommended the district to pursue the issuance of long-term debt so as to not have as an immediate impact on the current FY04 Operating Budget. The district must find a solution to pay these liabilities and still balance the FY04 Budget. Deb Vespa added that she has spoke with Harris Bank and they are currently reviewing the district’s Annual Financial Reports to see if this will be an option.

Ms. Vespa also added the Emergency Financial Grant has been approved in the amount of $62,500. The Financial Emergency Assistance Loan has been approved as well in the amount of $250,000. The district should expect to receive this money by next week (August 11th).

EXECUTIVE SESSION
Motion to go into executive session to discuss individual employments as specified in Section 2(c)(1), and to discuss collective negotiating matters as specified in Section 2(c)(2) of the Illinois Open Meetings Act was made by Mary Kane at 6:22 P.M. Seconded by Chairman Wilson. Mary Kane and Chairman Wilson voted yea.
RESUMPTION
Motion to reconvene was made at 9:01 P.M. by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

ACTION TO APPROVE DISTRICT'S BOARD FINANCIAL MATTERS
Ms. Vespa presented a summary of the personnel and financial reports as approved by the Board.
(See attached). She noted the items that did not require any Panel action.

Motion to Postpone Indefinitely items I.A (Teacher’s and Employee’s Payroll for the Venice
Public Schools – May 2003 Payroll – pg 552 of June 26, 2003 Board Packet) and I.B (Teacher’s
and Employee’s Payroll for the Venice-Lincoln Technical Center – May 2003 Payroll – pg 552
of June 26, 2003 Board Packet) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item I.C (Joe Hughes & Associates bill in the amount of $4,350.00 –
TABLED at the July 15th FOP meeting (1st Installment) with clarification that further
documentation would be needed before the FOP would approve the 2nd installment in the amount
of $4,350.00) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Reject item I.D (Approval to hire Shirley Davis as Principal for K – 12 for FY04 for a
120 days contract beginning on July 1, 2003 at the same salary as in FY03 ($300.00 per day)) as
presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Regarding item II.A (Approval of Sale of surplus Bus #6 and Bus #11 to Bishop John Henry
Williams of Venice for $1.00 each), Chairman Wilson requested District Superintendent to work
with his Board of Education to sell/dispose of the surplus buses and get them off of the parking
lot. Presently, one bus is parked in front of the Administration building. Bishop John Henry
Williams does not wish to purchase the two buses at this time.

Motion to Reject item II.A (Approval of Sale of surplus Bus #6 and Bus #11 to Bishop John
Henry Williams of Venice for $1.00 each) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Postpone Indefinitely item II.B (Approval that when money becomes available, all
Attendance Bonuses will be paid for all Certified and Non-Certified staff), as presented was
made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.
Motion to Reject item II.C (Approval to hire Dr. Ronald Ganschinietz as Interim Superintendent effective beginning Monday, July 14, 2003 for 120 days at a salary of $40,000 with no benefits and to be paid only for days worked), as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Reject items II.D and II.D (note there were 2 – II.D’s on FOP Summary of Panel Actions) (Approval to hire Laura Jones as School Psychologist at $85.00 per hour and Approval that Euclaire Shelby, Intermediate Sp Ed Teacher, be paid at a rate of $31,525.21 for the 2003-2004 school year as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Postpone Indefinitely items II.E and II.F (Approval to hire Jerry Pruitt for Grade 1 at a salary of $27,473.19 for the 2003-2004 school year; Approval to hire Brad Garland as Physical Ed / Driver’s Ed Teacher at a salary of $30,343.80) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item II.G (Approval that Mr. Kofi Aidoo, H.S. Sp Ed Tchr., be paid $825.00 for Special Ed. Evaluations performed this summer) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Postpone Indefinitely item III.A (Approval of Teacher’s & Employees Payroll for the Venice Public Schools – June 2003 Payroll – pg 571 of July 24, 2003 Board Packet) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Postpone Indefinitely item III.B (Approval of Teacher’s & Employees Payroll for the Venice-Lincoln Technical Center – June 2003 Payroll – pg 571 of July 24, 2003 Board Packet) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Regarding item III.C (Approval of Monthly Bills for Venice K – 12), the following bills from Avaya the district could not explain what they were for. ISBE recommendation was to reject these bills and request the district to pursue this matter to determine if they still utilized the services/items which are being billed. The district should pursue purchasing cooperative arrangements on supplies, etc. The district should halt any further work on the Bus Garage/Adm Building addition until study/costs can be completed and approved by the FOP.

Motion to Approve item III.C (Approval of Monthly Bills for Venice K – 12) as presented with the exception of the Avaya bills (in the amounts of $101.30, $251.01, and $20.40) which are rejected was made by Chairman Wilson.

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Seconded by Mary Kane.
Mary Kane and Chairman Wilson voted yea.

Regarding item III.D. (Approval of Monthly Bills for Venice Lincoln Tech Center), the Panel inquired with the District if the Adult Education Credit Card has been cancelled. Also, the district should investigate the number of phone lines at the Venice Lincoln Tech Center.

Motion to Approve item III.D. (Approval of Monthly Bills for Venice Lincoln Tech Center) as presented was made by Chairman Wilson.
Seconded by Mary Kane.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item III.E. (Approval of Evenstart Bills) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item III.F. (Rescinded the motion at the June 26, 2003 meeting approving the employment of Mrs. Shirley Davis as the interim principal) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item III.G. (Rescinded the motion at the July 10, 2003 meeting approving the employment of Dr. Ronald Ganschinietz as the interim superintendent) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item III.H. (Approved the employment of Mrs. Shirley Davis as the interim principal at the per diem rate of $300.00 with no benefits for a maximum of 120 days) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item III.I. (Approved the employment of Dr. Ronald Ganschinietz as the interim superintendent at the per diem rate of $333.33 with no benefits for a maximum of 120 days) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item III.J. (Approval to pay the additional bills submitted by Even Start and the Edwards Law Office) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.
Motion to Postpone Indefinitely items III.K. and III.L. (Approval of employment of Wayne Grimm as High School English teacher at Step 2 at $27,473.19) and (Approval that Melanie Talley be hired for position as 4th Grade teacher at Step 3 at $28,317.79) as presented was made by Chairman Wilson.
Seconded by Mary Kane.
Mary Kane and Chairman Wilson voted yea.

Motion to Postpone Indefinitely item III.M. (Approval that Nitin Raisinghani be hired for High School Math teacher with a contingency that he obtains a waiver from the Regional Office at Step 2 at $27,473.19) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item IV.A. (Approval of payment of bill to Madison County Region I Special Education Cooperative in the amount of $5,173.59) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Postpone Indefinitely item IV.B. (Approval to rescind letters of honorable dismissal for employees/staff on attached list at Venice-Lincoln Technical Center with these corrections to the list: Added Ricky Williams (Bus Driver/Security Guard) and Deleted Louis McNeese (Machine Shop) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

Motion to Approve item IV.C. (Accepted a letter of resignation from Erwin Claggett as Head Basketball coach and as Middle School Coordinator for the Venice CUSD #3 Drug & Violence Prevention Program) as presented was made by Mary Kane.
Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.

ADJOURNMENT
Motion to adjourn was made at 9:36 P.M. by Mary Kane. Seconded by Chairman Wilson.
Mary Kane and Chairman Wilson voted yea.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Executive Session and Special Meeting
Friday, August 15, 2003
Venice Administrative Building – Board Conference Room
700 Broadway, Venice, Illinois

2:30 P.M.

1. Call to Order

2. Roll Call

3. Comments from the Public

4. Executive Session -- In accordance with 5 ILCS 120/2(c)(1) for Employments and (c)(2) for Collective Negotiating Matters

5. Discussion on ISBE Compliance Issues

6. Discussion on District’s Re-creation of FY03 Accounting Records

7. Discussion on District’s Issuance of Long-Term Debt

8. Discussion and Action to Approve District’s Tentative Budget

9. Discussion and Action to Approve District’s Annual Financial Auditor

10. Discussion and Action to Approve District’s Necessary Financial Bills/Obligations regarding August 14th Regular Board meeting

11. Questions from the Public

12. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
FRIDAY, AUGUST 15, 2003
SPECIAL MEETING
2:30 P.M.

CALL TO ORDER
Mr. Rudolph Wilson called the meeting to order at 2:56 P.M. at the Venice Community Unit School District Administrative Building, Board Conference Room, 700 Broadway, Venice, Illinois.

ROLL CALL
Present were:
   Rudolph Wilson, Chairperson (via phone)
   Mary Kane, member (via phone)
   Michael Blacharczyk, member (via phone)

Also present were:
   Deborah Vespa, and Carl Holman, ISBE School Finance
   Donna Luallen, ISBE School Finance; and Renee Vilatte, ISBE Legal Counsel (via phone)

COMMENTS FROM THE PUBLIC
Mr. Wilson invited comments from the Public. There were none.

EXECUTIVE SESSION
Motion to go into executive session to discuss individual employments as specified in Section 2(c)(1), and to discuss collective negotiating matters as specified in Section 2(c)(2) of the Illinois Open Meetings Act was made by Mary Kane at 3:00 P.M. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

RESUMPTION
Motion to reconvene was made at 3:35 P.M. by Mary Kane.
Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

DISCUSSION ON ISBE COMPLIANCE MATTERS
Chairman Wilson requested Carl Holman to update the Panel on the status of the ISBE compliance matters with the Accountability Division. Mr. Holman referred the Panel to the July 9, 2003 compliance letter sent to the district by Dr. Don Full, Division Administrator for the Accountability Division at the State Board. This letter outlines the dates which the district put forward for correcting their stated Deficiencies/Infractions. The district is currently on probation
status with Non-Recognition status pending if the district fails to meet its corrective action plan. Another letter from Dr. Full will be forthcoming outlining the areas which the district has failed to meet the stated deadline. Mr. Holman stated this is a financial matter since if the district is placed on Non-Recognition status, they will be ineligible to file any claim upon the common school fund. The district has failed to meet at least one financial deadline which is the amending of the FY03 Budget. Mr. Holman believes there would be other educational issues and told the Panel they would receive a copy of all correspondence which the Accountability Division sends to the district.

Chairman Wilson asked how this relates to the Federal No Child Left Behind Act. Mr. Holman then proceeded to have Andrew Reinking (Administrative Assistant for Harry Briggs, Regional Superintendent of Schools for Madison County) explain the NCLB Act. Since the Grade and High Schools did not meet the Adequate Yearly Progress, the parents of the Venice School District children would be entitled to transfer their children to another district. Mr. Reinking explained to the Panel that he has received several phone calls from parents asking about transferring their children to another school district. Mr. Reinking stated the district must set up a transfer policy which must be in place by the time school starts which is September 2nd. The district would be responsible for transporting these children to the other district.

**ACTION TO APPROVE DISTRICT’S BOARD FINANCIAL MATTERS**

Mr. Holman presented a summary of the financial reports as approved by the Board at their Regular Board of Education Meeting on August 14th. (See attached).

Motion to Approve item I.A (Approval of Tech Electronics to replace the Bell System at the High school for a total cost of $950.00 ($650 materials plus $300 installation)) as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item I.B (Approval of Special Education Obligations to Granite City CUSD #9 in the amount of $88,765.70 and Madison CUSD #12 in the amount of $56,356.17) as presented was made by Michael Blacharczyk. Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Approve item I.C (Accepted the FY04 Tentative Budget knowing that corrections will need to be made before the Final Budget is adopted) as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item I.D (Approval to hire Kerber, Eck, & Braeckel LLP for the Venice CUSD #3 Annual FY03 Financial Audit in the amount of $9,900 and approved $1,500 for the two(2) Audits (FY02 & FY03) for the Adult Education program at Venice-Lincoln Tech Center) as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item I.E (Accepted the bid from George Grove Plumbing Company in the amount of $1,000) as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item I.F (Accepted the bid from Wisseher Electric Company in the amount of $6,816.00) as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

Motion to Approve item I.G (Accepted the bid for Milk and Juice from Carl H. Tempel Company in the amount of $0.195 for ½ pint Whole Milk, $0.179 for ½ pint 2% Milk, $0.185 for ½ pint 1% Chocolate Milk, and $0.175 for ½ pint 50/50 Juice) as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

ADJOURNMENT
Motion to adjourn was made at 4:20 P.M. by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.
NOTICE OF SPECIAL MEETING OF
THE VENICE COMMUNITY UNIT SCHOOL DISTRICT NUMBER 3
FINANCIAL OVERSIGHT PANEL

PUBLIC NOTICE IS HEREBY GIVEN that the Venice Community Unit School District Number 3 Financial Oversight Panel (the “Panel”) will hold a special meeting of the Panel on the 26th day of August, 2003, at 10:30 o’clock A.M., in the Board of Education Conference Room of the Venice Administration Building, 700 Broadway, Venice, Illinois.

The Agenda for the Meeting is as follows:

1. Call to Order
2. Roll Call
3. Comments from the Public
4. Financial Administrator Presentations
5. Executive Session – In accordance with 5 ILCS 120/2(c)(1) for Employments and (c)(2) for Collective Negotiating Matters
6. Discussion and Action on Hiring a Financial Administrator
7. Discussion and Action to Approve Employment of Personnel
8. Questions from the Public
9. Adjournment
CALL TO ORDER
Mr. Rudolph Wilson called the meeting to order at 10:44 A.M. at the Venice Community Unit School District Administrative Building, Board Conference Room, 700 Broadway, Venice, Illinois.

ROLL CALL
Present were:
   Rudolph Wilson, Chairperson
   Mary Kane, member (via phone)
Absent were:
   Michael Blacharczyk, member

Also present were:
   Donna Luallen, Deborah Vespa, and Carl Holman, ISBE School Finance
   and Carol Barlow, ISBE Legal Counsel

COMMENTS FROM THE PUBLIC
Mr. Wilson invited comments from the Public. There were none.

FINANCIAL ADMINISTRATOR PRESENTATIONS
Chairman Wilson invited the first presenter which was Campbell, LLC Certified Public Accountants to address the Panel regarding the Financial Administrator (F.A.) position. Johnny E. Campbell, Managing Principal, spoke on his firm and the experience his staff would bring to the job. Mr. Campbell stated that Sherman Brewer and Don Allen are currently on his staff and they both have the Certified School Business Official’s designation. Mr. Brewer would be the on-site person.

Next, Chairman Wilson invited Terrence G. Peterson, C.P.A. to address the Panel regarding the F.A. position. Mr. Peterson is a sole proprietor and is currently a professor at the Keller Graduate School of Management. Mr. Peterson spoke on his experiences and how he would address the district’s problems. Mr. Peterson stated that he would “function as the business manager of the district.”

Third, Chairman Wilson invited Jefferson Wells, International to address the Panel regarding the F.A. position. Jennifer Gray, C.P.A., Business Development Manager; Cynthia Fields, C.P.A.; and Michael Pruss, C.P.A., spoke on their firm’s abilities and experiences and how their staff
would address the problems of the district. Cynthia Fields shared with the Panel her experiences working with the Maplewood School District and the experience she would provide. Ms. Fields stated the priorities would be the following: 1) Have discussions with staff; 2) Review historicals and perform trend analysis to identify what happened; 3) Evaluate and present status of the district; and 4) Make recommendations to the Panel. Ms. Fields would be the on-site individual at the district.

Next, Chairman Wilson invited the representatives from American Express Tax and Business Services to address the Panel. Mr. Abe Eshkenazi, C.P.A., Managing Director, introduced himself and his associate, Mr. Dan Morissette, C.P.A., who would be the on-site individual at the district. Mr. Eshkenazi informed the Panel of American Expresses' past engagements and the experiences they would bring to the position. They have had an extensive engagement with the City Colleges of Chicago.

Lastly, Chairman Wilson invited the representatives from RSM McGladrey to address the Panel. Mr. James Tapscott, C.P.A., Managing Director and Mr. Ernest Clark were present to speak on how their firm would fulfill the F.A. position. Mr. Tapscott stated his prior experiences working with State Financial Oversight Panels and school districts. RSM McGladrey was the Financial Administrator for the first Oversight Panel at Mt. Morris School District. Currently they work with the East St. Louis School District and the Livingston School District as Financial Administrators. They also serve in the Financial Administrator role for the Round Lake School Finance Authority.

EXECUTIVE SESSION
Motion to go into executive session to discuss individual employments as specified in Section 2(c)(1), and to discuss collective negotiating matters as specified in Section 2(c)(2) of the Illinois Open Meetings Act was made by Mary Kane at 12:45 P.M. Seconded by Chairman Wilson. Mary Kane and Chairman Wilson voted yea.

RESUMPTION
Motion to reconvene this meeting to Friday, August 29th at 3:00 p.m. was made at 2:10 P.M. by Mary Kane. Seconded by Chairman Wilson. Mary Kane and Chairman Wilson voted yea.

RECONVENED MEETING ON FRIDAY, AUGUST 29TH, 3:00 P.M.

CALL TO ORDER
Mr. Rudolph Wilson called the meeting to order at 3:00 P.M. at the Venice Community Unit School District Administrative Building, Board Conference Room, 700 Broadway, Venice, Illinois.

Present were:
   Rudolph Wilson, Chairperson
Mary Kane, member  
Michael Blacharczyk, member

Also present were:  
Donna Luallen, Deborah Vespa, and Carl Holman, ISBE School Finance

EXECUTIVE SESSION  
Motion to go into executive session to discuss individual employments as specified in Section 2(c)(1), and to discuss collective negotiating matters as specified in Section 2(c)(2) of the Illinois Open Meetings Act was made by Mary Kane at 3:01 P.M. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

RESUMPTION  
Motion to reconvene was made at 4:58 P.M. by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

Action to Approve the hiring of RSM McGladrey, Inc. as the Financial Administrator for the Venice Community Unit School District No. 3 in the amount up to $39,000 to assist the Financial Oversight Panel for the Venice Community Unit School District No. 3 for the 2003-2004 Fiscal Year as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

Chairman Wilson requested Panel Member Blacharczyk to read the statement regarding the Venice-Lincoln Technical Center. It is as follows:

The District received a letter from the Illinois Community College Board for FY2004 for the Venice-Lincoln Technical Center Adult Education Program. The recommended amount of funding is $391,649 for FY2004. Attempts are being made to accommodate the members of the displaced staff and the desired curriculum by the superintendent. These recommendations will have to be presented to the School Board at a Special Board Meeting. It is our understanding that the Board of Education will attempt to schedule a Special Board Meeting to consider these recommendations and actions on September 2nd prior to the Oversight Panel Meeting which is that evening at 6:00 P.M.

ADJOURNMENT  
Motion to adjourn was made at 5:14 P.M. by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Executive Session and Regular Meeting
Tuesday, September 2, 2003
Venice-Lincoln Technical Center – 2nd Floor Cafeteria Room
300 South Fourth Street, Venice, Illinois
6:00 P.M.

1. Call to Order
2. Roll Call
3. Approval of Minutes
4. Comments from the Public
5. Report from District Superintendent
6. Report from Illinois State Board of Education
7. Executive Session – In accordance with 5 ILCS 120/2(c)(1) for Employments and (c)(2) for Collective Negotiating Matters
8. Discussion and Action to approve District Policy for Granting Credit for Prior Teaching Experiences
9. Discussion and Action to approve Non-Certified Personnel Salaries for 2003-2004
10. Review and action regarding August 28th regular Board meeting:
    Review of Board minutes
    Review of treasurer’s report
    Action to approve Board bills payable
    Action to approve employments and/or resignations
    Action to approve payroll
11. New/Other Business
12. Questions from the Public
13. Adjournment
CALL TO ORDER
Mr. Rudolph Wilson called the meeting to order at 6:12 P.M. at the Venice Lincoln Technical Center, 300 South Fourth Street, Venice, Illinois.

ROLL CALL
Present were:
   Rudolph Wilson, Chairperson
   Mary Kane, member
   Michael Blacharczyk, member

Also present were:
   Deborah Vespa and Carl Holman, ISBE School Finance
   Jim Tapscott and Ernest Clark, RSM McGladrey, Financial Administrators

APPROVAL OF MINUTES
Motion to approve the minutes of the last regular meeting of August 7, 2003 was made by Michael Blacharczyk. Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to approve the minutes of the Special meeting of August 15, 2003 was made by Michael Blacharczyk. Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to approve the minutes of the Special meeting of August 26, 2003 was made by Michael Blacharczyk. Seconded by Mary Kane.
Unanimously passed by voice vote.

COMMENTS FROM THE PUBLIC
Chairman Wilson invited comments from the Public. Lucille Delay, Venice-Lincoln Technical Center teacher in Business Education commented on the district's recent action of moving her to 4th Grade teacher. She feels she is not qualified to teach in this position.

REPORT FROM DISTRICT SUPERINTENDENT
Chairman Wilson asked Dr. Ganschinietz for his report. Superintendent Ganschinietz reported on the following items:
Panel Meeting Minutes
Regular Session
September 2, 2003
1. The district received notice from the Illinois Community College Board regarding the status of the FY04 funding in Adult Education. It has been reduced by approximately $500,000.
2. The Venice Board of Education has TABLED the Working Cash Fund Bond Issue/Resolution. The Board requested their attorney to look into this matter further.
3. He will be presenting information regarding the Non-Certified Positions' Salaries in Closed Session.

REPORT FROM ILLINOIS STATE BOARD OF EDUCATION
No Report at this time.

EXECUTIVE SESSION
Motion to go into executive session to discuss individual employments as specified in Section 2(c)(1), and to discuss collective negotiating matters as specified in Section 2(c)(2) of the Illinois Open Meetings Act was made by Mary Kane at 6:16 P.M. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

RESUMPTION
Motion to reconvene was made at 8:21 P.M. by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

ACTION TO APPROVE DISTRICT POLICY FOR GRANTING CREDIT FOR PRIOR TEACHING EXPERIENCES
Motion to Approve the district policy for granting credit for prior teaching experiences for up to 8 years as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

ACTION TO APPROVE NON-CERTIFIED PERSONNEL SALARIES FOR 2003-2004
Regarding this item, Mary Kane read the following statement on the budget:

The Venice Board of Education needs to provide the Financial Oversight Panel a proposed FY04 budget this is balanced. The budget should include a listing of all positions, salaries, and benefits. The budget should include all assumptions used in preparing this budget. It should include a plan for paying all outstanding bills from the previous year.

The Financial Oversight Panel wishes to remind the Venice Board of Education of the implications of the Panel not approving a budget that is realistically achievable by the September 30th deadline. The implications could include the removal of the School Board.

Motion to Table the Non-Certified Personnel Salaries for 2003-2004 as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.
ACTION TO APPROVE DISTRICT'S BOARD FINANCIAL MATTERS

Carl Holman and Deborah Vespa presented a summary of the personnel and financial reports as approved by the Board. (See attached). She noted the items that did not require any Panel action.

Regarding items I.A (Teacher’s and Employee’s Payroll for the Venice Public Schools – July 2003 Payroll – pg 600-601 and August 2003 Payroll – pg. 602-603 of the August 28, 2003 Board Packet) and I.B (Teacher’s and Employee’s Payroll for the Venice-Lincoln Technical Center – July 2003 Payroll – pg 600-601 and August 2003 Payroll – pg. 602-603 of the August 28, 2003 Board Packet), Ms. Vespa recommended the Panel approve these items since these were prior to the appointment of the Financial Oversight Panel. Furthermore, all future payrolls must be documented and all extra pay must have supporting documentation as well.

Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Approve item I.C ((Approve Monthly Bills for Venice K-12) with the exception of Citizen’s Security Bank & Trust in the amount of $10,988.63 which was TABLED) as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve items I.D. (Approval of Monthly Bills for Venice Lincoln Tech Center), I.E (Approval of Evenstart Bills), and I.F (Additional bill not listed on attached BOE bill List – Approval to Edwards Law Office in the amount of $800.00) as presented was made by Michael Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Regarding items I.G and I.H, these were acted upon under Agenda Item #8 and #9, see page 2 of the minutes.

Motion to Reject item I.I (Approval of Dale Turner to be employed as the Middle School Coordinator for the Drug & Violence Prevention Grant at the $30,000 annual salary) as presented was made by Michael Blacharczyk. Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to Table item I.J (Approval to hire Dale Turner for the H.S. Varsity Basketball Coach as per the Teacher’s Contract for additional salaried amount) as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Motion to Approve item I.K (Approval of Jacqueline Ann McDuffy as the Evaluator of the Drug & Violence Prevention Grant at $1,500) as presented was made by Michael Blacharczyk.
Seconded by Mary Kane. 
Unanimously passed by voice vote.

Motion to Approve item I.L (Accepted a letter of resignation from Kay Disbrow, Elementary Special Education Teacher) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. 
Unanimously passed by voice vote.

Regarding item II.A (Approval of the tentative payroll for September), item would need to be Tabled since the district does not have their FY04 budget completed and the Panel would not be able to approve the salaries without the budget.

Motion to Table item II.A (Approval of the tentative payroll for September (attached as Exhibit II) as presented was made by Mary Kane. Seconded by Michael Blacharczyk. 
Unanimously passed by voice vote.

Motion to Approve item II.B (Action to eliminate Marvin Cotton’s position as Welding Instructor at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. 
Unanimously passed by voice vote.

Motion to Approve item II.C (Action to eliminate Lucille Delay’s position as Information & Referral (Outreach) Coordinator at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. 
Unanimously passed by voice vote.

Motion to Approve item II.D (Action to eliminate Louis McNeese’s position as Machine Shop Instructor at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. 
Unanimously passed by voice vote.

Motion to Approve item II.E (Action to transfer Ann Mullins, GED Instructor, at the Venice-Lincoln Technical Center to Title I Reading Coach at the Venice Grade School for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. 
Unanimously passed by voice vote.

Motion to Approve item II.F (Action to eliminate Janet Nolan’s position as Early Childhood/Family Education Instructor at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. 
Unanimously passed by voice vote.

Motion to Approve item II.G (Action to eliminate Mary Shaw’s position as Business Math/English Instructor at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. 
Unanimously passed by voice vote.
Motion to Approve item II.H (Action to eliminate Anna Claggett’s position as Phlebotomy/EKG/Hospitality Instructor at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

Motion to Approve item II.I (Action to eliminate Virginia Blackburn’s position as Business/Computer Literacy Instructor at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

Motion to Approve items II.J (Action to eliminate Belva Blakey’s position as Intake Counselor at the Venice-Lincoln Technical Center for 2003-2004), II.K (Action to eliminate Ricky Williams’s position as Bus Driver at the Venice-Lincoln Technical Center for 2003-2004), II.L (Action to eliminate Nicole Williams’ position as an Early Childhood Aide at the Venice-Lincoln Technical Center for 2003-2004), II.M (Action to eliminate Billie Thornton’s position as Cook at the Venice-Lincoln Technical Center for 2003-2004), II.N (Action to eliminate Fannie Dixon’s position as Evening Custodian at the Venice-Lincoln Technical Center for 2003-2004), and II.O (Action to eliminate Metro Pierson’s position as Administrative Assistant at the Venice-Lincoln Technical Center for 2003-2004) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

Motion to Approve item II.P (Approval of the RE-CALL of staff for Venice-Lincoln Technical Center for 2003-2004 as found in Dr. Ron Ganschinietz’s memorandum to the Venice Board of Education, dated September 2, 2003 – page 2. (Attached Exhibit III))

The following staff assignments were approved found on page 2.

- Betty Cunningham Remedial Reading
- Linda Daniels GED
- Mary Mueller CNA Program
- Ruth Welch GED
- Mary Matoesian Bookkeeper
- Kimberly Williams Secretary
- Harold Moody Custodian

as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

Motion to Approve item II.Q (Approval of recommendation that the administration of the Venice-Lincoln Technical Center be assumed by a current district administrator and Approval of the recommendation that the Venice-Lincoln Technical Center reimburse the Venice Community Unit School District No. 3, $10,000 for administrative services) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

Motion to Approve item II.R (Action to approve Jerry Pruett to be hired as 3rd Grade Teacher at Venice Grade School with the salary paid by the Grade Reduction Grant) as presented was made by Mary Kane. Seconded by Michael Blacharczyk.
Unanimously passed by voice vote.

Regarding item II.S (Rescinded the motion at the July 26th, 2003 meeting approving the employment of Melanie Talley as a 4th Grade Teacher), no action was required.

Regarding item II.T (Rescinded the motion at the August 28th, 2003 meeting approving the employment of Dale Turner as Middle School Coordinator for the Drug & Violence Prevention Grant at the $30,000 annual salary), no action was required.

Regarding items III.A (Teacher’s and Employee’s Payroll for the Venice Public Schools – May 2003 Payroll – pg 552 of June 26, 2003 Board Packet) and III.B (Teacher’s and Employee’s Payroll for the Venice-Lincoln Technical Center – May 2003 Payroll – pg 552 of June 26, 2003 Board Packet), Deborah Vespa recommended the Panel approve these items since these were prior to the appointment of the Financial Oversight Panel. Furthermore, all future payrolls must be documented and all extra pay must have supporting documentation as well.

Motion to Approve items III.A (Teacher’s and Employee’s Payroll for the Venice Public Schools – May 2003 Payroll – pg 552 of June 26, 2003 Board Packet) and III.B (Teacher’s and Employee’s Payroll for the Venice-Lincoln Technical Center – May 2003 Payroll – pg 552 of June 26, 2003 Board Packet) as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

Motion to Approve item IV.C (Approval to hire Brad Garland as Physical Ed/Driver’s Ed Tchr. at a salary of $30,343.80) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

Regarding items V.A (Approval of Teacher’s & Employee’s Payroll for the Venice Public Schools – June 2003 Payroll – pg 571 of July 24, 2003) and V.B(Approval of Teacher’s & Employees Payroll for the Venice-Lincoln Technical Center – June 2003 Payroll – pg 571 of July 24, 2003 Board Packet), Deborah Vespa recommended the Panel approve these items since these were prior to the appointment of the Financial Oversight Panel. Furthermore, all future payrolls must be documented and all extra pay must have supporting documentation as well.

Motion to Approve items V.A (Approval of Teacher’s & Employee’s Payroll for the Venice Public Schools – June 2003 Payroll – pg 571 of July 24, 2003) and V.B(Approval of Teacher’s & Employees Payroll for the Venice-Lincoln Technical Center – June 2003 Payroll – pg 571 of July 24, 2003 Board Packet) as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

Motion to Reject item V.C (Approval of employment of Wayne Grimm as High School English teacher at Step 2 at $27,473.19) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.
Regarding item V.D (Approval that Melanie Talley be hired for position as 4th Grade teacher at Step 3 at $28,317.79), no action was required.

Motion to Reject item V.E (Approval that Nitin Raisinghani be hired for High School Math Teacher with a contingency that he obtains a waiver from the Regional Office at Step 2 at $27,473.19) as presented was made by Mary Kane. Seconded by Michael Blacharczyk. Unanimously passed by voice vote.

Motion to Approve item VI.A (Approval to RE-CALL the following employees/staff for the Evenstart Program at the Venice-Lincoln Technical Center: Tasha Harris, Denise Rhoades, and Chelsea Smith) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

ACTION TO AMEND FOP BUDGET
Motion to Approve (Action to Amend the Budget for the Financial Oversight Panel for the Venice Community Unit School District No. 3 for FY2004 in the amount of $49,000 ($10,000 for a Special Audit and $39,000 for the Financial Administrator) and Approval for the authority granted to Deborah Vespa to work with the Panel Chairman Dr. Wilson and State Superintendent Dr. Robert Schiller to get the budget revised) as presented was made by Michael Blacharczyk. Seconded by Mary Kane. Unanimously passed by voice vote.

QUESTIONS FROM THE PUBLIC
Venice-Lincoln Technical Center staff questioned the panel regarding the number of Pays and why they haven't been paid. Chairman Wilson asked Superintendent Ganschinietz to respond. Dr. Ganschinietz replied VLTC staff receives 22 pays and K-12 staff receives 26 pays. This should be rectified shortly.

Next, Kim Stuby asked the Panel two questions. First, what are the ramifications of the Panel tabling the September 2003 Payroll. Chairman Wilson responded that the budget needs to be worked out before the Panel can approve any salaries. The budget is the responsibility of the Board of Education. Ms. Stuby's second question was why the Panel didn't act on the transfers in the positions. Chairman Wilson responded that this is the responsibility of the school board.

Mary Shaw next asked if the Panel could formally re-call the Venice-Lincoln Technical Center positions. There wasn't any formal re-call except that to say their positions were being transferred to the Venice K-12 building. They need this action in writing. Chairman Wilson responded the district's school board would need to act on this before the Panel would act.

Ms. Ingram asked the Panel why her name wasn't on the list. She had been a cafeteria clerk and classroom aide for the Kindergarten. Chairman Wilson requested that Dr. Ganschinietz look into this matter. The Panel was not aware of this matter.

ADJOURNMENT
Motion to adjourn was made at 9:06 P.M. by Michael Blacharczyk. Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA

Executive Session and Regular Meeting
Friday, September 12, 2003
Venice Administration Center
(via teleconference)
11:00 A.M.

1. Call to Order

2. Roll Call

3. Executive Session to Discuss personnel matters

4. New/Other Business

5. Adjournment
CALL TO ORDER

Chairman Rudy Wilson called the meeting to order at 11:03 a.m. at Venice Administration Center (via teleconference)

ROLL CALL
Present were:
  Rudy Wilson, Chairman
  Mary Kane, member
  Michael Blacharczyk, member
Also present were:
  Jim Tapscott, Financial Administrator
  Ernest Clark, RSM McGladrey
  Debbie Vespa, ISBE
  Dr. Ron Ganschinetz, Supt
  Various members of the public

Executive Session:

Moved by Ms. Kane to enter into closed session to discuss personnel matters. Seconded by Mr. Blacharczyk. All members voted yes. Panel entered closed session at 11:05 a.m.

Return to Regular Session:

Moved by Ms. Kane to return to regular session. Seconded by Mr. Blacharczyk. All members voted yes. Panel returned to regular session at 11:35 a.m.
NEW BUSINESS

Mr. Blacharczyk left the meeting at 11:40 a.m.

Mr. Tapscott recommended that the Panel reject the contract proposed for the Superintendent. Mr. Tapscott noted that his recommendation was not a reflection of the Panel’s feelings towards the candidate, but rather the Panel’s concerns over certain terms in the contract as discussed in executive session with Dr. Ganschinetz. Motion by Ms. Kane, seconded by Mr. Wilson to reject the proposed contract.
Mr. Wilson- yes, Ms. Kane- yes

Mr. Tapscott reported the Venice Board had approved a resolution of intent to issue Working Cash Fund Bonds. It was his recommendation that the Panel approve the Board of Education action. Motion by Ms. Kane, seconded by Mr. Wilson to approve the resolution of Intent.
Mr. Wilson- yes, Ms. Kane- yes

Mr. Tapscott recommended that the Panel approve a payment to Coordinated Youth Services in Granite City in the amount of $4,827.23 which had been approved by the Venice Board of Education. Motion by Ms. Kane, seconded by Mr. Wilson to approve the payment.
Mr. Wilson- yes, Ms. Kane- yes

Mr. Tapscott stated there was no further business to come before the Panel.

MEETING ADJOURNED
Motion to adjourn meeting at 11:55 a.m. made by Mr. Wilson, seconded by Ms. Kane.
Mr. Wilson – yes, Ms. Kane – yes.
AGENDA

Executive Session and Regular Meeting
Monday, September 29, 2003
Venice Administration Center
10:00 A.M.

1. Call to Order
2. Roll Call
3. Executive Session to Discuss possible litigation and personnel matters
4. New/Other Business
   - Consideration of District Budget for the year ending June 30, 2004
   - Other
5. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
(via telephone conference call)
MONDAY, SEPTEMBER 29, 2003
EXECUTIVE SESSION AND REGULAR MEETING
10:00 A.M.

Note: A speakerphone was available at the Venice Community Unit School District No. 3 Administration Center to allow for public participation.

CALL TO ORDER
Rudy Wilson called the meeting to order at 10:07 A.M. at the Venice Community Unit School District No.3 Administration Center.

ROLL CALL
Present were:
   Rudy Wilson, Chairperson
   Mary Kane, member

There being a quorum the meeting continued.

EXECUTIVE SESSION
Motion to go into executive session to discuss litigation, and personnel matters was made by Mary Kane at 10:08 A.M.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.

RESUMPTION
Motion to reconvene was made by Mary Kane at 2:55 P.M.
Seconded by Michael Blarcharczyk.
Unanimously passed by voice vote.

Present were:
   Rudy Wilson, Chairperson
   Michael Blarcharczyk, member
   Mary Kane, member

Also present were:
   Jim Tapscott, Cynthia Sah – RSM McGladrey
   Dr. Ganschinietz - School District
   Carl Holman, Donna Luallen, Debbie Vespa, Carol Barlow – ISBE
Panel Meeting Minutes
September 29, 2003

NEW BUSINESS
Mr. Wilson announced that they had received the budget as approved by the Board. He said that the Panel did not consider it balanced because it had not taken into account many items that the Panel said they needed to cover. He said that it was the Panel’s intention to give the District additional time to revise their budget. He asked Ms. Sah to read out the Panel motion.

Ms. Sah said that the Financial Administrator recommended that the Panel table action on the budget as presented since the budget did not include certain items such as prior year payables and others. She recommended that the Panel ask the Financial Administrator to write a letter to the Board communicating the assumptions to be covered by what the Panel would consider a balanced budget and directing the District to have a revised budget by October 6, 2003.

Motion as recommended by the Financial Administrator was made by Mary Kane.
Seconded by Michael Blarcharczyk.
Unanimously passed by voice vote.

PUBLIC COMMENTS
Mr. Wilson invited comments from the public.
Mr. Sessions asked about misspent funds. Dr. Ganschinietz responded to his question and said this was an offshoot about an article regarding the District. Mr. Johnson asked about the Charter School. He was informed that the Board rejected the proposal and the Panel had nothing to consider.

ADJOURNMENT
Motion to adjourn was made at 11:25 A.M. by Mary Kane.
Seconded by Michael Blarcharczyk.
Unanimously passed by voice vote.
1. Call to Order

2. Roll Call

3. Approval of Minutes

4. Comments from the Public

5. Report from the District

6. Executive session – In accordance with 5ILCS 120 for Employment, collective bargaining and possible litigation

7. Report from the Financial Administrator

8. New Business–
   a. Action on items approved by Board of Education
   b. Action on Proposed Budget
   c. Other items

9. Questions from the Public

10. Adjournment
CALL TO ORDER
Rudy Wilson called the meeting to order at 6:05 P.M. at the Venice-Lincoln Technical Center.

ROLL CALL
Present were:
Rudy Wilson, Chairperson
Mike Blacharczyk, member
Mary Kane, member

Also present were:
Jim Tapscott, Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
Donna Luallen, Carol Barlow, Debbie Vespa, Carl Holman – ISBE

APPROVAL OF MINUTES OF THE SEPTEMBER 2, SEPTEMBER 12 AND SEPTEMBER 29, 2003 MEETINGS
Motion to approve the minutes of the regular meeting and executive session of September 2, 2003 was made by Mary Kane.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.

Motion to approve the minutes of the special meeting and executive session of September 12, 2003 was made by Mary Kane.
Seconded by Mike Blacharczyk.
Unanimously passed by voice vote.

Motion to approve the minutes of the special meeting and executive session of September 29, 2003 was made by Mary Kane.
Seconded by Mike Blacharczyk.
Unanimously passed by voice vote.

COMMENTS FROM THE PUBLIC
Mr. Wilson invited comments from the public.

Carol Wilson, Board member, asked that if the Panel did “something tonight, (the Panel should) do it to the Board and not to the children”.

Anna Clagg, rose to say she concurred with Ms. Wilson’s comment.
Mr. Wilson responded, “We will focus on the program for the kids, not the Board”.

REPORT FROM DISTRICT
Dr. Ganschinietz, Interim Superintendent, reported that the Board met on October 6, 2003 to adopt a revised budget and tried to comply with the Panel requirements. He listed the actions for savings that the Board had approved. He acknowledged Mr. Rhodes work on the budget and Ms. Sah’s assistance. He pointed out that with the inclusion of about $540,000 of prior year payables in the planned disbursements, the budget came down to a deficit of about $270,000. However, he also pointed to the estimated prior year beginning fund balance of about $190,000 that he hoped the Panel would allow to net against the current year deficit. He reported that the District was hoping to be able to issue Working Cash bonds to generate additional funding.

EXECUTIVE SESSION
Motion to go into executive session to discuss collective bargaining, litigation, and employment matters was made by Mike Blacharczyk at 6:12 P.M.
Seconded by Mary Kane.
Unanimously passed by voice vote.

RESUMPTION
Motion to reconvene was made by Michael Blarcharczyk at 7:30 P.M.
Seconded by Mary Kane.
Unanimously passed by voice vote.

REPORT OF THE FINANCIAL ADMINISTRATOR
Mr. Tapscott gave his report that touched on the following items:
1. Working Cash bonds
2. Status of year-end audit and agreed-upon procedures engagement

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their September 25, 2003 meeting. She read out the Financial Administrator’s recommendations (See attached). She said that she had checked those being paid out of payroll against the District’s personnel inventory that supported their budget. She was informed that those not on the inventory were either substitutes or were terminated employees receiving final pay.

Motion to approve the September A/P bills and October payroll of the District as presented was made by Mary Kane.
Seconded by Michael Blarcharczyk.
Unanimously passed by voice vote.
Motion to approve the September A/P bills and October payroll of the Adult Ed and Evenstart grant programs as presented was made by Michael Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to approve the Personnel actions related to the budget savings as presented and approved by the Board at their September 25, 2003 meeting was made by Michael Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to reject the Personnel actions related to the budget savings as presented and approved by the Board at their October 6, 2003 meeting was made by Michael Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Mr. Tapscott informed the audience that the Board had presented a budget at their September 25, 2003 meeting that the Panel tabled at their September 29, 2003 meeting. The Panel directed the Board to revise their budget according to assumptions required by the Panel in a letter dated September 30, 2003. He said that the Board had approved a revised budget at their October 6, 2003 meeting. He noted that this revised budget resulted in a $273,120 deficit in the operating funds. He said that the $93,000 of savings offered by the Board fell short of balancing the budget. He recommended that the Panel reject this budget.

Mr. Wilson then read out a statement expressing the position of the Panel. He cited the attributes of an acceptable budget: a.) complete; b.) reasonably capable of being achieved; c.) balanced; and d.) consistent with their financial plan. He said that the District's budget as presented did not meet these criteria. He concluded that the budget as presented had to be rejected. He reminded those present that the Panel's rejection of a budget could result in the removal of the Board. He pointed out, however, that the Panel was enjoined by law to follow prescribed procedures in taking such action. He said that while the Panel intended to reject the budget, they also intended to give the Board another opportunity to present the Panel with a budget that met the criteria he had listed. The audience at this point expressed a negative response to his statements. He reminded the audience that the Panel had to comply with the law. He said that the Panel wanted the District to have a chance to be in compliance with the law.

Motion to reject the revised budget approved by the Board at their October 6, 2003 meeting and to give the Board until October 16, 2003 to submit a budget that met the criteria as described was made by Michael Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by roll call vote.

QUESTIONS FROM THE PUBLIC
Mr. Wilson invited questions from the public.

Mary Shaw and Betty Cunningham expressed their negative response to the cutbacks in pay made by the District.
Alfred Sessions asked how the District “got into this big mess”. Mr. Wilson directed him to ask the Board. He asked how the proposed bonds were to be paid. Dr. Ganschinietz replied that they would have to be paid from taxes.

Betty Cunningham asked how the District could balance its budget. Mr. Wilson replied that 80% of the budget relates to personnel costs. He said that the District would have to make some cuts there. She asked what would happen if the District could not balance their budget. Mr. Wilson replied that the District’s Board will be removed from office and the Regional Superintendent would have to appoint new Board members.

When asked by several audience members whether the Panel could grant the District another extension after this one. Mr. Wilson replied that there would be no more extensions after October 16.

ADJOURNMENT
Motion to adjourn was made at 8:05 P.M. by Mike Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA

Executive Session and Special Meeting
(via telephone conference call)
Friday, October 17, 2003
Board Room, Administration Center
700 Broadway, Venice, IL
9:00 A.M.

Note: A speakerphone will be available at the Board Room, Administration Center for the public to participate

1. Call to Order
2. Roll Call
3. Report from the District
4. Executive session – In accordance with 5ILCS 120 for employment, collective bargaining and possible litigation
5. New Business-
   a. Action on Proposed FY2004 Budget
   b. Other actions arising from Panel consideration of the FY2004 Budget
6. Questions from the Public
8. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
(via telephone conference call)
FRIDAY, OCTOBER 17, 2003
EXECUTIVE SESSION AND SPECIAL MEETING
9:00 A.M.

Note: A speakerphone was available at the Venice Community Unit School District No. 3 Administration Center to allow for public participation.

CALL TO ORDER
Rudy Wilson called the meeting to order at 9:11 A.M. at the Venice Community Unit School District No.3 Administration Center.

ROLL CALL
Present were:
Rudy Wilson, Chairperson
Mike Blacharczyk, member (via telephone conference call)
Mary Kane, member (via telephone conference call)

At this point, Mr. Wilson asked everyone around the table to introduce themselves.

REPORT FROM DISTRICT
Dr. Ganschinietz, Interim Superintendent, reported that the Board adopted a revised budget at their October 16, 2003 meeting. The budget had a $55,000 surplus that he said met the Panel’s requirement of being balanced with a minimum surplus of $50,000 for contingencies. He said that a modified financial plans was presented at the same meeting but was not adopted. He also announced that Carolyne Wilson and William Tyler, Jr. tendered their resignation from the Board.

Ms. Wilson stood up and asked that the Panel keep the school open. Mr. Tyler also said that he would not want to see the District close.

EXECUTIVE SESSION
Motion to go into executive session to discuss litigation, collective bargaining and personnel matters was made by Mary Kane at 9:16 A.M.
Seconded by Mike Blacharczyk.
Unanimously passed by voice vote.
RESUMPTION
Motion to reconvene was made by Mike Blarcharczyk at 9:42 A.M.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Present were:
Rudy Wilson, Chairperson
Michael Blarcharczyk, member
Mary Kane, member

Also present were:
Cynthia Sah, Ernest Clark – RSM McGladrey
Dr. Ganschinietz - School District
Carl Holman, Donna Luallen, Debbie Vespa – ISBE
Harry Briggs, Regional Superintendent
William Schooley, ROE legal counsel

NEW BUSINESS
Mr. Wilson read a statement (see attached).

Motion to reject the budget as presented was made by Rudy Wilson.
Seconded by Mike Blarcharczyk.
A roll call vote was taken and the motion was unanimously passed.

Motion that the FOP request the Regional Superintendent to proceed with the appointment of the new members of the Board was made by Mr. Wilson.
Seconded by Mary Kane.
Unanimously passed by voice vote.

At this point, Mr. Briggs read a letter addressed to Ruby Johnson, the Board President. He said that the old Board had violated the trust of the community. He commended Ms. Wilson and Mr. Tyler for their decision to resign. He announced that he would convene a meeting of the new Board members on Tuesday, October 21.

Mr. Wilson remarked that this was an agonizing time for the District. He asked the Financial Administrator to make sure that the essential operations of the District would continue. He asked that the Financial Administrator’s team work with the Superintendent to begin the process in preparation for the new Board.

PUBLIC COMMENTS
Mr. Wilson invited comments from the public.

Ms. Pearson said that it was a tragic day for the District. She said that it would not be taken lightly. She said that as a past board member, she had noted that the Board did not always keep the children’s interest as number one priority. She hoped that the new Board would put the children first. She hoped that no other District would have to go through what they did. She
thanked the Panel for their dedication.

_Mr. Sessions_ asked what the solution was to the problem. Dr. Ganschinietz replied that the burden would pass on to the new Board. He said that their priority would be to find the right people and direction to take the District.

**ADJOURNMENT**
Motion to adjourn was made at 9:59 A.M. by Mike Blarcharcy.
Seconded by Mary Kane.
Unanimously passed by voice vote.
The Financial Oversight Panel has received a revised budget from the District Board. As we appreciate and notice the sincere effort with which the Board has attempted to present a budget to the Panel, the Panel must formally reject the proposed budget. As stated in the September 30th letter the FOP submitted to the Board, the budget must be complete, reasonably achievable, balanced and consistent with the financial plan, as defined by law in section 1B-13 of the School Code.

The presented budget appears to be balanced. However, it was structured in such a way that it is not capable of being reasonably achievable. Moreover, it is incomplete and thus we can not determine whether it is truly balanced. Since a financial plan has not been adopted by the Board, it can not be determined that the budget is consistent with the financial plan.

So I make a motion that the Panel formally reject the budget.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Executive Session and Regular Meeting
Tuesday, November 4, 2003
Venice-Lincoln Technical Center
300 South Fourth Street, Venice, Ill
6:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes

4. Comments from the Public

5. Report from the District

6. Executive session – In accordance with 5ILCS 120 for Employment, collective bargaining and possible litigation

7. Report from the Financial Administrator

8. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, Board action on legal services contract)
   b. Discussion and action on the tax levy for Emergency Financial Assistance Loan
   c. Other

9. Questions from the Public

10. Adjournment
Panel Meeting Minutes
November 4, 2003

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, NOVEMBER 4, 2003
EXECUTIVE SESSION AND REGULAR MEETING
6:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:03 P.M. at the Venice-Lincoln Technical Center.

ROLL CALL
Present were:
   Rudy Wilson, Chairperson
   Mike Blacharczyk, member
   Mary Kane, member

Also present were:
   Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
   Donna Luallen, Debbie Vespa, Carl Holman – ISBE
   Dr. Ganschinietz, Clarence Rhodes – District
   Ms. Griggs – District Board

APPROVAL OF MINUTES OF THE OCTOBER 7 AND OCTOBER 17, 2003 MEETINGS
Motion to approve the minutes of the regular meeting and executive session of October 7, 2003 was made by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.

Motion to approve the minutes of the special meeting and executive session of October 17, 2003 was made by Mary Kane.
Seconded by Mike Blacharczyk.
Unanimously passed by voice vote.

COMMENTS FROM THE PUBLIC
Mr. Wilson invited comments from the public.
There were none.

REPORT FROM DISTRICT
Dr. Ganschinietz, Interim Superintendent, reported that Harry Briggs, Regional Superintendent had convened a meeting of the new Board members and they were sworn into office. They have had several meetings since and asked to have a joint meeting with the Panel.
EXECUTIVE SESSION
Motion to go into executive session to discuss collective bargaining, litigation, and employment matters was made by Mary Kane at 6:15 P.M.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

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<th>Name</th>
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<tbody>
<tr>
<td>Mike Blacharczyk</td>
<td>Yes</td>
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<tr>
<td>Mary Kane</td>
<td>Yes</td>
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<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
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Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Michael Blacharczyk at 6:42 P.M.
Seconded by Mary Kane.
Unanimously passed by voice vote.

REPORT OF THE FINANCIAL ADMINISTRATOR
Ms. Sah read out a report from Mr. Tapscott that touched on the following items:

1. Joint meetings with the Board
2. Tax levy timeline

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their October 30, 2003 meeting. She read out the Financial Administrator’s recommendations (See attached). She noted items that did not need Panel action. Mr. Wilson asked about the District’s “zero tolerance policy about fighting within District premises. Dr. Ganschinietz explained that the District planned to report every incident of fighting to the police. He also said that the Board did not act upon a policy on benefits to part-time employees.

Motion to approve the October A/P bills and November payroll of the District as presented was made by Mike Blacharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

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<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Mike Blacharczyk</td>
<td>Yes</td>
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<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.
Panel Meeting Minutes  
November 4, 2003

Motion to approve the October A/P bills of the Adult Ed and Evenstart grant programs as presented was made by Michael Blarcharczyk.  
Seconded by Mary Kane.  
A roll call vote was taken and the results are as follows:

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<tr>
<th>Name</th>
<th>Vote</th>
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<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
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</tbody>
</table>

Unanimously passed by roll call vote.

Ms. Sah then read out other actions taken by the Board at their October 30, 2003 meeting. She informed the Panel that the Board had terminated the services of their legal counsel. When asked, Dr. Ganschinietz that they had paid for services previously rendered except for the October invoice. Ms. Sah said that since the action taken did not represent a disbursement, no Panel action was needed.

She then informed the Panel that the Board had decided to avail of an offer of services at no cost from the ROE legal counsel William Schooley during the transition.

Motion to approve the Board’s acceptance of the services of ROE legal counsel William Schooley for a one-month period at no cost was made by Michael Blarcharczyk. Seconded by Mary Kane. A roll call vote was taken and the results are as follows:

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<th>Name</th>
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<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
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<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
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</tbody>
</table>

Unanimously passed by roll call vote.

Ms. Sah then discussed the need for including the emergency assistance loan’s repayment in the development of the District’s 2003 levy. Dr. Ganschinietz said that the Board was aware of this.

Motion to direct the District to attach a special levy related to repayment of emergency assistance loan (amount due in calendar year 2004 is $29,190.50) to the overall District levy filed December 2003 was made by Michael Blarcharczyk. Seconded by Mary Kane. A roll call vote was taken and the results are as follows:

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<th>Name</th>
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</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.
QUESTIONS FROM THE PUBLIC
Mr. Wilson invited questions from the public.
There were none.

Mr. Wilson announced that the next Panel meeting would be held on December 2, 2003.

ADJOURNMENT
Motion to adjourn was made at 6:58 P.M. by Mike Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA

Executive Session and Regular Meeting
Tuesday, December 2, 2003
School District premises
700 Broadway, Venice, Ill 62090
6:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes

4. Executive session – In accordance with 5ILCS 120 for Employment, collective bargaining and possible litigation

5. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, Board actions on contracts)
   b. Other

6. Recess to Joint meeting
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, DECEMBER 2, 2003
EXECUTIVE SESSION AND REGULAR MEETING
6:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:10 P.M. at the Venice School District Library.

ROLL CALL
Present were:
Rudy Wilson, Chairperson
Mike Blacharczyk, member
Mary Kane, member

Also present were:
Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
Donna Luallen, Debbie Vespa, Carl Holman – ISBE
Dr. Ganschinietz, Clarence Rhodes – District

Dr. Wilson then announced it would go into a joint meeting with the District Board.
(See separate minutes for joint meeting)

The Panel reconvened its regular meeting to go into executive session.

EXECUTIVE SESSION
Motion for the Panel to go into executive session to discuss litigation, and employment matters was made by Mary Kane at 6:40 P.M.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Blacharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

RESUMPTION
Note: After executive session of the Panel ended, the Panel reconvened in joint executive session with the Board (see separate Joint meeting minutes).
RESUMPTION AFTER JOINT EXECUTIVE SESSION
Note: The Panel waited until the Board completed its open meeting. After the Board concluded their open meeting, the Panel resumed their open meeting.

Motion to reconvene was made by Michael Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote

NEW BUSINESS
Motion to approve the appointment of Richard Basden as interim Superintendent at the per diem rate of $333.33 with no Board approved benefits as presented was made by Mike Blarcharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

Dr. Wilson announced that the Panel was scheduling a special meeting on December 9, 2003 to continue its business.

ADJOURNMENT
Motion to adjourn was made at 10:05 P.M. by Mike Blarcharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA

Joint Meeting
Tuesday, December 2, 2003
School District premises
700 Broadway, Venice, Ill 62909
7:00 P.M. (estimated time)

This meeting follows both the Financial Oversight Panel meeting and the Board of Education meeting

1. Call to Order
2. Roll Call
3. Remarks from the Board of Education President
4. Remarks from the Oversight Panel Chairperson
5. Remarks from the State Superintendent
6. New Business-
   a. Discussion and action on the 2003 tax levy
   b. Discussion and action on any item arising from executive session
   c. Other
7. Comments/questions from the public
8. Adjournment
CALL TO ORDER
Ms. Wiley, Board President called the Board meeting to order. She asked that a roll call of the Board members be taken. She welcomed visitors to the Joint meeting.

The Panel members, the members of the Board of Education, District officials, State Board of Education representatives and representatives from RSM McGladrey (Financial Administrator to Venice Panel) introduced themselves to the audience.

Ms. Wiley acknowledged the presence of Dr. Schiller, State Superintendent. She then handed the floor to Dr. Schiller who addressed the session.

REMARKS FROM STATE SUPERINTENDENT
Dr. Schiller expressed strong concern about the conditions in the District particularly at the high school. Dr. Schiller acknowledged the efforts of the Panel and the newly designated Board members, stating that the assignment they had taken on was a challenge. He noted that the District was not in compliance in several areas. He expressed strong dissatisfaction with the physical condition of the high school facility. He said that the Board and Panel needed to put children’s education as a primary concern and should be guided by the “No Child Left Behind” legislation.

He said that he had spent the afternoon visiting other Districts in financial conditions similar to Venice School District No. 3. He noted that these schools achieved “recognition” for the quality of their education.

He believed that the Venice School District No. 3 could also provide the desired quality of education for the students in grades K through 8. However, he was not as optimistic for students in the high school.

He stressed that the District had to make tough decisions, balance their budget. He suggested that the District consider intergovernmental agreements with other Districts to “give students a choice”. He said that the challenge to the Board and Panel was to determine what should be done; how to better utilize the facilities; where to place students (who could not be served) alternatively. He said that desperate times called for a plan that not all people will like. He stressed the need for a “safe environment” for the students.

At this point, Mr. Sessions asked why the ISBE did not step in earlier. Dr. Schiller replied that
the law provided for local control of school Districts and specified the conditions when the ISBE could intervene. He said that the ISBE intervened when the law allowed them to. He pledged his support to help resolve issues.

Dr. Wilson and Ms. Wiley thanked Dr. Schiller for his addressing the joint meeting.

Dr. Wilson then announced that the Panel would now continue its recessed regular meeting and go into executive session. The Board of Education announced that it would continue its own special meeting. Dr. Wilson also said that the Panel would be joined by the Board of Education at a joint executive session later.

RECESS
At this point, the joint meeting was recessed so that the Board may continue in open session while the Panel met in executive session.

RESUMPTION
The joint meeting was reconvened as a joint executive session.

ADJOURNMENT
The Board and Panel reconvened at 9:40 P.M. to announce that their joint meeting was concluded.

The Board and Panel then proceeded with their own meetings.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Reconvening of Previous Meeting
(originally held December 2, 2003)
Tuesday, December 9, 2003
Board Room
700 Broadway, Venice, Ill 62090
9:30 A.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes of November 4, 2003 meeting

4. Executive session – In accordance with 5ILCS 120 for Employment, collective bargaining and possible litigation

5. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts)
   b. Other

6. Executive session – In accordance with 5ILCS 120 for Employment, collective bargaining and possible litigation

7. New Business-
   a. Actions that may arise from executive session
   b. Other

8. Adjournment
MINUTES OF MEETING  
FINANCIAL OVERSIGHT PANEL FOR  
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3  
TUESDAY, DECEMBER 9, 2003  
EXECUTIVE SESSION AND SPECIAL MEETING  
9:30 A.M.

CALL TO ORDER  
Rudy Wilson called the meeting to order at 9:30 A.M. at the Board Room of the Venice Administration Center.

ROLL CALL  
Present were:  
   Rudy Wilson, Chairperson  
   Mike Blacharczyk, member  
   Mary Kane, member (joined the meeting after roll call)  

Also present were:  
   Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)  
   Donna Luallen, Debbie Vespa – ISBE  
   Dr. Ganschiniertz, Richard Basden – District  
   Ms. Griggs, Mr. Sessions – District Board  

APPROVAL OF MINUTES OF THE NOVEMBER 4, 2003 MEETING  
Motion to approve the minutes of the regular meeting and executive session of November 4, 2003 was made by Mike Blacharczyk.  
Seconded by Rudy Wilson.  
Unanimously passed by voice vote.

EXECUTIVE SESSION  
Motion to go into executive session to discuss collective bargaining, litigation, and employment matters was made by Mike Blacharczyk at 9:40 A.M.  
Seconded by Rudy Wilson.  
A roll call vote was taken and the results are as follows:  
   Mike Blacharczyk Yes  
   Rudy Wilson Yes  

Unanimously passed by roll call vote.
Panel Meeting Minutes
December 9, 2003

RESUMPTION
Motion to reconvene was made by Michael Blarcharczyk at 11:20 A.M.
Seconded by Mary Kane.
Unanimously passed by voice vote.

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their November 19, 2003 meeting. She read out the Financial Administrator’s recommendations (See attached).

Motion to approve the November A/P bills and December payroll of the District as conditionally approved by the Board was made by Mike Blarcharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

Motion to approve the November A/P bills of the Adult Ed and Evenstart grant programs as presented was made by Michael Blarcharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

Ms. Sah then read out other actions taken by the Board at their November 19, 2003 meeting.

Motion to approve the appointment of James Edmond as High School Principal at a per diem rate of $270.83 plus Board provided benefits for a term until June 30, 2004 was made by Michael Blarcharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.
Panel Meeting Minutes
December 9, 2003

Mr. Wilson then announced that Board had made and implemented personnel actions that were not brought before the Panel through lack of communication. He said the Panel members recognized the good efforts of the Board to employ qualified personnel. However, no budgetary justification had been presented to the Panel. Accordingly, he recommended that the Panel approve the hires for 30 days from the first day of employment.

Motion to approve the Board hires as presented for 30 days from the first day of employment was made by Michael Blarcharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

Mr. Wilson announced that the next Panel meeting would be held on December 18, 2003 via telephone conference call.

ADJOURNMENT
Motion to adjourn was made at 11:50 P.M. by Mike Blarcharczyk.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
THURSDAY, DECEMBER 18, 2003
EXECUTIVE SESSION AND SPECIAL MEETING
(via telephone conference call)
8:00 A.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 8:00 A.M. at the Board Room of the Venice Administration Center.

ROLL CALL
Present were:
Rudy Wilson, Chairperson
Mike Blacharczyk, member
Mary Kane, member
Also present were:
Cynthia Sah, Ernest Clark - RSM McGladrey (Financial Administrator)
Donna Luallen, Debbie Vespa - ISBE
Richard Basden – District

NEW BUSINESS
Ms. Sah informed the Panel that the Board held a tax hearing and approved the 2003 estimated levy at their December 17, 2003 regular meeting. She asked Richard Basden to read out the detail of the taxes extended (see attached). The total taxes extended amounted to $412,081.43 (including a special levy of $29,191 to pay off the first installment due on the emergency loan). With an assumed EAV of $8,770,443 that is about 6% higher than that of last year, the estimated tax rate was $4.6985. Dr. Basden announced that the District had fulfilled all the compliance requirements related to the levy.

Motion to approve the 2003 levy extension of $412,081.43 as presented was made by Mike Blacharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

Mike Blacharczyk        Yes
Mary Kane               Yes
Rudy Wilson             Yes

Unanimously passed by roll call vote.

Dr. Basden requested Panel approval to pay out the attendance bonus. Rudy Wilson said that the
Panel Meeting Minutes  
December 18, 2003

was not opposed to the pay-out, recognizing that this was a contractual commitment. However, the Panel wanted to review the document first before approving the release of funds.

Motion to have the Panel review the supporting document for the attendance bonus and to give their decision through the Financial Administrator was made by Mary Kane. Seconded by Mike Blarcharczyk. 
A roll call vote was taken and the results are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

EXECUTIVE SESSION
Motion to go into executive session to discuss collective bargaining, litigation, and employment matters was made by Mary Kane at 8:15 A.M. Seconded by Mike Blacharczyk. A roll call vote was taken and the results are as follows:

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Blarcharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Michael Blarcharczyk at 8:55 A.M. Seconded by Mary Kane. Unanimously passed by voice vote.

ADJOURNMENT
Motion to adjourn was made at 8:56 A.M. by Mike Blarcharczyk. Seconded by Rudy Wilson. Unanimously passed by voice vote.
**ILLINOIS STATE BOARD OF EDUCATION**

School Business and Support Services Division
100 North First Street
Springfield, Illinois 62777-0881
317/785-6779

**CERTIFICATE OF TAX LEVY**

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

<table>
<thead>
<tr>
<th>District Name</th>
<th>District Number</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Venice CUSD</td>
<td>3</td>
<td>Madison</td>
</tr>
</tbody>
</table>

### Amount of Levy

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational</td>
<td>$232,416.74</td>
</tr>
<tr>
<td>Operations &amp; Maintenance</td>
<td>$38,751.13</td>
</tr>
<tr>
<td>Transportation</td>
<td>$15,901.06</td>
</tr>
<tr>
<td>Working Capital</td>
<td>$0</td>
</tr>
<tr>
<td>Municipal Retirement</td>
<td>$8,005.11</td>
</tr>
<tr>
<td>Social Security</td>
<td>$23,000.19</td>
</tr>
<tr>
<td>Fine Prevention &amp; Safety</td>
<td>$3,718.46</td>
</tr>
<tr>
<td>Tort Immunity</td>
<td>$25,504.24</td>
</tr>
<tr>
<td>Special Education</td>
<td>$3,143.18</td>
</tr>
<tr>
<td>Leasing</td>
<td>$0</td>
</tr>
<tr>
<td>Other-Bond Interest</td>
<td>$20,610.00</td>
</tr>
<tr>
<td>Other-Special Levy</td>
<td>$22,161.00</td>
</tr>
<tr>
<td>Total Levy</td>
<td>$412,081.43</td>
</tr>
</tbody>
</table>


---

We hereby certify that we require:

- **$232,416.74** dollars to be levied as a special tax for educational purposes;
- **$38,751.13** dollars to be levied as a special tax for operations and maintenance purposes;
- **$15,901.06** dollars to be levied as a special tax for transportation purposes;
- **$8,005.11** dollars to be levied as a special tax for a working capital fund;
- **$23,000.19** dollars to be levied as a special tax for social security purposes;
- **$3,718.46** dollars to be levied as a special tax for fine prevention, safety, energy conservation, disability access, safety security, and specified repair purposes;
- **$25,504.24** dollars to be levied as a special tax for tort immunity purposes;
- **$3,143.18** dollars to be levied as a special tax for special education purposes;
- **$20,610.00** dollars to be levied as a special tax for bond interest and repayment of loan;
- **$22,161.00** dollars to be levied as a special tax for retirement of bonds.

Signed this 17th day of December,

(Principal)                                      (Clerk or Secretary of the School Board of Said School District)

---

When any school is authorized to issue bonds, the school board shall keep a certified copy of this resolution in the office of the County Clerk of said county in which the district is located to announce for the balance of the bonds and to levy a tax for the same. The county clerk shall provide the bond fund and interest as set forth in the legal resolution of the school district each year during the time the bond fund is held. Therefore, to meet a possible issuance of tax levy, the school board shall not include a levy for bonds and interest in the previous amount of levy.

---

Number of bond issues of said school district that have not been paid in full:

---

This is to certify that the Certificate of Tax Levy for School District No. County, Illinois, on the equalized assessed valuation of all taxable property of said school district for the year 2003 was filed in the office of the County Clerk of this County on __________.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total levy, as provided in the original resolution(s), for said purposes for the year __________, is $__________.

(Signature of County Clerk)                                      (County)

---

Illinois Form 80.03 (11/2003) d1000115-2-2a1
## VENICE SCHOOL DISTRICT 3
### PROPERTY TAXES ANALYSIS

<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
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<td></td>
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</tr>
<tr>
<td></td>
<td>Extension</td>
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<td>Rate</td>
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</tr>
<tr>
<td>Education</td>
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<td>2.6500</td>
<td>181,005.00</td>
<td>2.4757</td>
<td>200,665.00</td>
<td>2.5734</td>
<td>200,671.00</td>
<td>2.4253</td>
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<td>2.6500</td>
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<tr>
<td>Tort Immunity</td>
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<td>0.8770</td>
<td>30,006.00</td>
<td>0.4104</td>
<td>25,007.00</td>
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<td>0.3022</td>
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<td>Special Education</td>
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<td>0.0400</td>
<td>2,705.00</td>
<td>0.0370</td>
<td>2,705.00</td>
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<td>3,003.00</td>
<td>0.0363</td>
<td>3,183.18</td>
<td>0.0363</td>
</tr>
<tr>
<td>Total</td>
<td>244,054.00</td>
<td>3.5670</td>
<td>213,716.00</td>
<td>2.9231</td>
<td>226,377.00</td>
<td>2.9286</td>
<td>226,678.00</td>
<td>2.7638</td>
<td>262,104.16</td>
<td>2.9685</td>
</tr>
<tr>
<td>O &amp; M</td>
<td>19,801.00</td>
<td>0.2894</td>
<td>27,001.00</td>
<td>0.3693</td>
<td>30,598.00</td>
<td>0.3924</td>
<td>30,597.00</td>
<td>0.3698</td>
<td>38,151.43</td>
<td>0.4350</td>
</tr>
<tr>
<td>Transportation</td>
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<td>0.0754</td>
<td>13,504.00</td>
<td>0.1847</td>
<td>15,003.00</td>
<td>0.1924</td>
<td>15,001.00</td>
<td>0.1813</td>
<td>15,901.06</td>
<td>0.1813</td>
</tr>
<tr>
<td>Working Cash</td>
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<td>0.00</td>
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<td>IMRF</td>
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<td>0.5189</td>
<td>45,001.00</td>
<td>0.6155</td>
<td>40,002.00</td>
<td>0.5130</td>
<td>40,005.00</td>
<td>0.4835</td>
<td>42,405.30</td>
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<td>Social Security</td>
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<td>0.0000</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Total</td>
<td>35,504.00</td>
<td>0.5189</td>
<td>45,001.00</td>
<td>0.6155</td>
<td>40,002.00</td>
<td>0.5130</td>
<td>40,005.00</td>
<td>0.4835</td>
<td>42,405.30</td>
<td>0.4835</td>
</tr>
<tr>
<td>Life Safety</td>
<td>3,421.00</td>
<td>0.0500</td>
<td>3,407.00</td>
<td>0.0466</td>
<td>3,501.00</td>
<td>0.0449</td>
<td>3,508.00</td>
<td>0.0424</td>
<td>3,718.48</td>
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<td>Bond &amp; Interest</td>
<td>20,233.00</td>
<td>0.2957</td>
<td>24,215.00</td>
<td>0.3312</td>
<td>23,027.00</td>
<td>0.2953</td>
<td>21,827.00</td>
<td>0.2538</td>
<td>20,610.00</td>
<td>0.2350</td>
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<td>Total</td>
<td>328,182.00</td>
<td>4.7964</td>
<td>326,844.00</td>
<td>4.4704</td>
<td>340,508.00</td>
<td>4.3668</td>
<td>339,616.00</td>
<td>4.1046</td>
<td>382,890.43</td>
<td>4.3657</td>
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<tr>
<td>Special levy</td>
<td>29,191.00</td>
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<td>New grand total</td>
<td>357,373.00</td>
<td>5.0864</td>
<td>326,844.00</td>
<td>4.4704</td>
<td>340,508.00</td>
<td>4.3668</td>
<td>339,616.00</td>
<td>4.1046</td>
<td>382,890.43</td>
<td>4.3657</td>
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<td>Equalized Assessed Valuation</td>
<td>6,842,258</td>
<td>7,311,284</td>
<td>7,797,677</td>
<td>8,274,003</td>
<td>8,770,443</td>
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<tr>
<td>Rate of increase - EAV</td>
<td>6.85%</td>
<td>6.65%</td>
<td>6.11%</td>
<td>6.00%</td>
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