AGENDA

Executive Session and Regular Meeting
Tuesday, January 6, 2004
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
   b. Other items

9. Questions from the Public

10. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, JANUARY 6, 2004
EXECUTIVE SESSION AND SPECIAL MEETING
6:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:00 P.M. at the Cafeteria of the Venice-Lincoln Technical Center.

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

There being a quorum, the meeting continued.

Also present were:
Jim Tapscott, Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
Debbie Vespa, Carl Holman – ISBE
Richard Basden, James Edmonds – District

Motion to approve the minutes of the regular meeting and executive session of December 2, 2003; the special joint meeting (with Board of Education) and executive session of December 2, 2003; the special meeting and executive session of December 9, 2003 and the special meeting and executive session (via telephone conference call) of December 18, 2003 was made by Mary Kane.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.

COMMENTS FROM THE PUBLIC
Mr. Wilson asked for comments from the public. There were none.
Mr. Wilson announced that the Panel would first address New Business and other matters before going into executive session.

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their December 17, 2003 meeting. She first read items that were for the Panel’s information only.

She then read out the Financial Administrator’s recommendations (See attached).
Panel Meeting Minutes
January 6, 2004

Motion to approve the December A/P bills and estimated December 2003 and estimated January 2004 payroll of the District as conditionally approved by the Board was made by Mary Kane. Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

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

Motion to approve the December A/P bills of the Adult Ed and Even Start grant programs as presented was made by Mary Kane. Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

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<td>Rudy Wilson</td>
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Unanimously passed by roll call vote.

Motion to approve the attendance bonus pay-out in the amount of $3,780 as presented was made by Mary Kane. Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

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<tr>
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<td>Rudy Wilson</td>
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Unanimously passed by roll call vote.

Mr. Basden informed the Panel that one individual was inadvertently left out of the attendance bonus schedule. He said that the supporting documentation for the individual’s inclusion would be sent to the Financial Administrator. The Panel members present agreed to let the Financial Administrator approve in their behalf and the Panel would ratify it at their next Panel meeting.

Ms. Sah then read out other actions taken by the Board at their November 6, 2003, November 13, 2003 and November 19, 2003 meetings. She reminded the Panel that they had provisionally approved the personnel actions taken by the Board at their November, 2003 meetings for 30 days while awaiting budgetary rationale for the actions. She informed the Panel that the Board had submitted the list with a net savings impact of $58,176.63. She also pointed out that the savings were not sufficient to balance the budget as last revised by the previous Board. Dr. Wilson told Dr. Basden that the Board needed to follow-up on budget revisions to balance the budget.
Panel Meeting Minutes
January 6, 2004

Motion to confirm previous approval of personnel actions previously taken by the Board with budgetary impact of $58,176.63 net savings as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

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Unanimously passed by roll call vote.

Ms. Sah then presented items related to contracts that the Board took action on. She circulated a schedule of proposed disbursements related to the $500,000 renovation project. She pointed out that the Panel had previously approved the construction and related contracts with various vendors. The current approval concerned the disbursement of funds. Ms. Vespa said that as long as these related to contracts committed to by September 2003, they were qualified for grant reimbursement.

Motion to approve disbursements related to the $500,000 Renovation grant project as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

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Unanimously passed by roll call vote.

Mr. Tapscott informed those present that the auditors had met with Dr. Wilson and ISBE staff as well as the Financial Administrator's staff prior to the Panel meeting. He pointed out that the auditors made a disclaimer in their report due to the lack of sufficient documentation for a material amount of transactions during the year. He said that Mr. Wuertz of Kerber, Eck and Braeckel had summarized the results of the audit and also referred to the management letter his firm prepared.

Dr. Wilson asked whether the Board was apprised of the comments contained in the management letter and whether they were aware of the need to address these comments. Dr. Basden said yes and said the District would proceed with trying to address them.

Motion to accept the audit report for the year ended June 30, 2003 as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

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Unanimously passed by roll call vote.
Panel Meeting Minutes
January 6, 2004

Ms. Kane asked whether the auditors agreed with the cash balances as of June 30, 2003. Mr. Tapscott said that the auditors did attest to the cash balances as of June 30, 2003.

REPORT OF THE FINANCIAL ADMINISTRATOR
Mr. Tapscott said that his staff would be meeting with Dr. Basden and other District staff to assist the District in trying to get their SDS financial software going. He also said that the preliminary cash flow needed to be updated.

REPORT FROM THE DISTRICT
Dr. Basden announced that the District planned to hold an auction of its surplus outdated equipment.

Dr. Basden also expressed concern about how the Transportation Fund’s state reimbursements appeared to have fluctuated over the past years. He planned to investigate the possibility of entering into an intergovernmental agreement with East St. Louis School District 189 for transportation and food service. He said that attaching the District to the contract ESL 189 had with its current vendors would allow Venice to access discounted rates that ESL 189 had because of the size of its contract. He asked authorization from the Panel to enter into an intergovernmental agreement with ESL 189 for these purposes.

Motion to approve in concept Venice District #3 entering into an intergovernmental agreement with ESL 189 and to authorize the Financial Administrator to approve the agreement on the Panel’s behalf after Board approval of such action was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

Mary Kane       Yes
Rudy Wilson     Yes

Unanimously passed by roll call vote.

Dr. Basden updated the Panel on items that the Board had been considering for some time – including the plan to address concerns articulated by the State Superintendent and the District’s responses. He reported on the proposed transfer of HS classes into safer sections of the District premises. He acknowledged Mr. Edmonds’ (HS Principal) assistance in this process.
He said that other items needed to be discussed in executive session.

EXECUTIVE SESSION
Motion to go into executive session to discuss collective bargaining, litigation, and employment matters was made by Mary Kane at 6:51 P.M.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

Mary Kane       Yes
Rudy Wilson     Yes

Unanimously passed by roll call vote.
Panel Meeting Minutes
January 6, 2004

RESUMPTION
Motion to reconvene was made by Mary Kane at 7:10 P.M.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.

ADJOURNMENT
Motion to adjourn was made at 7:11 P.M. by Mary Kane.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Executive Session and Regular Meeting
Tuesday, February 3, 2004
Venice Lincoln Tech 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. Report from the Financial Administrator

7. New Business-
   a. Action on items approved by Board of Education
   b. Action on contracts
   c. Other items

8. Questions from the Public

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

10. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, FEBRUARY 3, 2004
EXECUTIVE SESSION AND REGULAR MEETING
6:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:00 P.M. at the Cafeteria of 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
   Richard Basden, James Edmonds - District

APPROVAL OF MINUTES OF THE JANUARY 6, 2004 MEETING
Motion to approve the minutes of the regular meeting and executive session of January 6, 2004 was made by Mary Kane.
Seconded by Mike Blacharczyk.
Unanimously passed by voice vote.

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

REPORT FROM THE DISTRICT
Dr. Basden reported on the following items:
   a. Board packets would now be mailed to Panel members
   b. The District plans to auction off excess property after completing an inventory of such items
   c. The District plans to enter into intergovernmental agreement with East St. Louis School District 189 for bus service through Laidlaw (District 189’s bus service provider) effective February 22, 2004
   d. The District intends to dispose of its current buses
Panel Meeting Minutes
February 3, 2004

e. Nine point program to be in compliance with School Code in response to ISBE’s findings and to maintain District recognition
f. All new employees are informed that Board hire is contingent on Panel approval
g. District intends to move forward on the Working Cash bonds (on March referendum)
h. District plans to pursue de-activation (on March referendum).

Ms. Kane strongly recommended that the District go for the maximum amount it could issue on the Working Cash bonds. She cited the large amount of prior year payables still outstanding. She advised that the District make use of this one-time opportunity. She said that this might save the District interest on short-term borrowings they might have to resort to, without additional financing. Dr. Wilson commended Mr. Basden and noted that the District was moving in the right direction.

Ms. Kane asked what the District planned in case the people vote against de-activation. Mr. Basden said that they could explore an Alternative High School off site, which he is working out with the Regional Superintendent’s office. He said that there was a Charter School Alternative. He said that the District needed a letter from Dr. Schiller assuring them that the Venice students test scores will not be aggregated with the receiving District’s scores. He said that this would make it easier for neighboring Districts to offer themselves as receiving Districts.

REPORT FROM FINANCIAL ADMINISTRATOR
Ms. Sah indicated that she had nothing to report at that time.

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their January 22, 2004 meeting. She first read items that were for the Panel’s information only.

She then read out the Financial Administrator’s recommendations (See attached).

Motion to approve the January A/P bills and estimated February 2004 payroll of the District as conditionally approved by the Board 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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Unanimously passed by roll call vote.

Mary Kane expressed concern at the large amount of out of town travel included in the Even Start list of proposed payables. Mike Blacharczyk asked for a review of the payables. He asked if this would pose a problem. Ms. Sah pointed out that if any item in the list was an emergency the Financial Administrator could authorize the processing before the next Panel meeting.
Panel Meeting Minutes
February 3, 2004

Motion to reject the January A/P bills of the Adult Ed and Even Start grant programs 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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Unanimously passed by roll call vote.

Ms. Sah then read out the first item under the Personnel section Termination Resolution for 4 individuals. She pointed out that the Memorandum dated January 15, 2004 discussing the circumstances surrounding the various situations was in the Board packet.

Motion to approve Termination Resolution for 4 individuals listed in Confidential Memorandum from the District dated January 15, 2004 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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Unanimously passed by roll call vote.

Regarding item II.B (resignation of Dianne Lee), Ms. Vespa asked whether this would impact the grant. Dr. Basden replied that they would consider re-allocating some of the budget to other expenditures.

Motion to approve acceptance of resignation from Dianne Lee (teacher) effective January 16, 2004 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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Unanimously passed by roll call vote.

Regarding the next item, Ms. Sah reminded the District of needing Panel approval before any employee could report for duty. Ms. Luallen also expressed concern about the matter. Dr. Basden said that the action would result in savings for the District.
Motion to approve employment of Janetta Napier as instructor in vocational school and District nurse effective January 7, 2004 as presented was made by Mary Kane. Seconded by Mike Blacharczyk.

A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Ms. Sah then read out other actions taken by the Board at their January 22, 2004 meeting.

After inquiry from Mike Blacharczyk, Dr. Basden replied that the District would be synchronizing its school closures with East St. Louis School District 189 because of their common bus carrier. Dr. Basden also reported that they had interviewed candidate firms for legal services provider and was satisfied with the choice.

Motion to approve the intergovernmental agreement with East St. Louis 189 for bus services as presented was made by Mike Blacharczyk. Seconded by Mary Kane.

A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Motion to approve the legal services contract with the law firm of Rammelkamp, Bradney, Keaton, Fritsche and Lindsay P.C. was made by Mike Blacharczyk. Seconded by Mary Kane. A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Regarding the item on ARAMARK, Dr. Basden commended the staff for suggesting changes that led to savings. He also clarified that the contract not only covered uniforms but also custodial supplies.
Panel Meeting Minutes
February 3, 2004

Motion to approve one-year agreement with ARAMARK Uniform Service at an estimated monthly cost of $150-$180 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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Unanimously passed by roll call vote.

Then Ms. Sah presented the Panel with a proposed contract to extend the services provided by the Financial Administrator. Ms. Kane noted some date corrections. Ms. Vespa also suggested that another provision be added. The Panel members agreed to wait until the next Panel meeting to act upon the revised contract. They also agreed to have RSM McGladrey start as of February 1, 2004.

EXECUTIVE SESSION
Motion to go into executive session to discuss collective bargaining, litigation, and employment matters was made by Mary Kane at 7:00 P.M.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

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<td>Rudy Wilson</td>
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Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Mary Kane at 7:40 P.M.
Seconded by Mike Blacharczyk.
Unanimously passed by voice vote.

ADJOURNMENT
Motion to adjourn was made at 7:40 P.M. by Mary Kane.
Seconded by Mike Blacharczyk.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Regular Meeting
Thursday, March 4, 2004
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
6:00 P.M.
(Note: this is a change from originally scheduled date of March 2, 2004)

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, personnel actions, Board actions on contracts)
   b. Action on other contracts
   c. Approval of Financial Administrator contract addendum
   d. 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
THURSDAY, MARCH 4, 2004
EXECUTIVE SESSION AND REGULAR MEETING
6:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:00 P.M. at the Board Room of the Venice School District Administration Center.

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

Also present were:
   Cynthia Sab, Ernest Clark – RSM McGladrey (Financial Administrator)
   Carl Holman – ISBE
   Richard Basden, James Edmonds – District
   Ms. Wiley – Board President

APPROVAL OF MINUTES OF THE FEBRUARY 3, 2004 MEETING
Motion to approve the minutes of the regular meeting and executive session of February 3, 2004 was made by Mary Kane.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:
   Mary Kane
   Mike Blacharczyk
   Rudy Wilson
   Unanimously passed by roll call vote.

REPORT FROM THE DISTRICT
Dr. Basden reported on his discussion with Dr. Schiller (State Superintendent). He also reported on the following items:
   a. progress on special education program compliance,
   b. transportation outsourcing with Laidlaw;
   c. tentative plans for the Tech Center,
   d. tentative plans for the food service program,
   e. referendum,
Panel Meeting Minutes
March 4, 2004

f. efforts at negotiating arrearages related to payroll liabilities and special education tuition

g. putting together seniority list for Reduction in Force purposes.

He thanked the Special Education Coop and Harry Briggs for their input in the District’s efforts to regain recognition status.

Dr. Wilson praised Dr. Basden for his work. Dr. Basden reiterated the Board’s interest in having an adult education program at the Tech Center but with no District participation in its operation.

EXECUTIVE SESSION
Motion to go into executive session to discuss employment, collective bargaining, and possible litigation was made by Mary Kane at 6:25 P.M. Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

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<td>Rudy Wilson</td>
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Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Mike Blacharczyk at 7:20 P.M. Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

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Unanimously passed by roll call vote.

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their February 12, and February 26, 2004 meetings (see attached). She first read items that were for the Panel’s information only.

She read out the actions taken by the Board at their February 12, 2004 meeting (Section I.A and I.B). She reminded the Panel that upon the emergency request of the District, the Financial Administrator had approved these items after having consulted with the Panel members verbally.
Panel Meeting Minutes
March 4, 2004

Motion to ratify FA approval of the revised Evenstart and Adult Education January expenditures was made by Mike Blacharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Motion to approve the $81,280.67 quarterly payment to the IRS as presented was made by Mary Kane.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Ms. Sah then read out personnel items from the February 12, 2004 Board meeting.

Motion to approve retirement requests from Fannie Dixon and Harold Moody as accepted by the Board was made by Mike Blacharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Regarding item II.B (approval of hiring a part-time VLTC Facility Supervisor), Ms. Sah recommended tabling the item because discussion indicated the intended Board action had not been accurately described. Mr. Blacharczyk suggested that the Board re-phrase their action as "approval to enter into an intergovernmental agreement with SWIC for the services of a part-time VLTC Facility Supervisor." Dr. Basden said that he preferred to go ahead with the action before the next Panel meeting. The Panel members agreed to authorize the Financial Administrator to take action on their behalf after reviewing the details of such agreement and taking a poll of the Panel.
Panel Meeting Minutes
March 4, 2004

Motion to table item II.B and authorize the Financial Administrator to approve an intergovernmental agreement with SWIC on their behalf was made by Mary Kane.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Ms. Sah then read out the actions taken by the Board at their February 26, 2004 meeting (Section III.A through III.C).

Motion to approve the February Open Accounts Payable List with the exception of the $35,512.00 payment to Aidex (resulting in a payable total of $104,374.08) and the February payroll with overtime of $2,824.64 as presented was made by Mike Blacharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Motion to approve the payment of $2,250 (one half of the stipend as Title I Director) to Dr. Prymer as presented was made by Mike Blacharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Motion to approve item III.C (blanket purchase order up to $200 per month for Red Fox grocery and additional purchase orders for Pepsi and Old Vienna on an “as-supplied basis”) as presented was made by Mary Kane.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Mike Blacharczyk: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Dr. Basden pointed out that the blanket purchase order for Pepsi and Old Vienna only applied to the Adult Education Center.

Ms. Sah then read out the personnel actions taken by the Board at their February 26, 2004
Panel Meeting Minutes
March 4, 2004

meeting (Section IV.A and IV.B).

Regarding item IV.A, Ms. Sah recommended that the Panel approval for substitutes be limited to the current list of substitutes (see attached).

Motion to approve authorization given to administration to approve substitute teacher candidates for use in the District as they apply (substitutes as listed) was made by Mary Kane. Seconded by Mike Blacharczyk.

A roll call vote was taken and the results are as follows:

Mary Kane  Yes
Mike Blacharczyk  Yes
Rudy Wilson  Yes

Unanimously passed by roll call vote.

Motion to approve hiring of Sonya Adkerson as special education consultant on a temporary basis as presented was made by Mike Blacharczyk. Seconded by Mary Kane.

A roll call vote was taken and the results are as follows:

Mary Kane  Yes
Mike Blacharczyk  Yes
Rudy Wilson  Yes

Unanimously passed by roll call vote.

Ms. Sah reminded the Panel of an item they had tabled at their February meeting (Section VI).

Motion to approve the expansion of the current Financial Administration contract with RSM McGladrey, Inc. to cover accounting and business office functions as outlined in revised proposal was made by Mike Blacharczyk. Seconded by Mary Kane.

A roll call vote was taken and the results are as follows:

Mary Kane  Yes
Mike Blacharczyk  Yes
Rudy Wilson  Yes

Unanimously passed by roll call vote.

Dr. Wilson expressed the Panel’s appreciation of the Board’s efforts to improve the financial condition of the District. He thanked the Board President for her attendance at the Panel meeting and welcomed all other Board members who might want to attend in the future. He acknowledged having been informed about the District’s desire to find a permanent Superintendent. He said that the Panel had provided Ms. Wiley with their input on the process.

He acknowledged having been informed about the Board’s plans for the Tech Center. He noted the historical significance of the building to the community and expressed the Panel’s concern that the District find an appropriate use for the building.
ADJOURNMENT
Motion to adjourn was made at 7:50 P.M. by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Regular Meeting
Tuesday, April 6, 2004
Board Room, Administration Center
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

   a. Discussion and action on amendment to the FOP budget
   b. Update on FY2005 budget

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

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

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

9. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, APRIL 6, 2004
EXECUTIVE SESSION AND REGULAR MEETING
6:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:00 P.M. at the Board Room of the Venice School District Administration Center.

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

Mary Kane, member, was absent. With a quorum present, the meeting continued.

Also present were:
   Jim Tapscott, Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
   Carl Holman, Debbie Vespa – ISBE
   Richard Basden, James Edmonds – District
   Ms. Wiley – Board President

APPROVAL OF MINUTES OF THE MARCH 4, 2004 MEETING
Motion to approve the minutes of the regular meeting and executive session of March 4, 2004 was made by Mike Blacharczyk.
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.

REPORT OF THE FINANCIAL ADMINISTRATOR
Cynthia Sah said that the revised FOP budget would be presented at the next Panel meeting. She reported that she had been working with the District on a preliminary FY2005 budget. She passed out copies of the FY2005 budget, a memo on budget assumptions and a budget summary form (see attached).

She said that the budget was balanced using the assumptions presented. She noted that some of the most significant assumptions included the deactivation of the high school and related closure
Panel Meeting Minutes
April 6, 2004

of the high school building, major cutbacks in staff, continued outsourcing of the business office, transportation and lunch programs. The budget also reflects cutbacks in certain extra-curricular activities and certain grant programs. Mr. Blacharczyk added that the IDEA grants would experience a 13% increase.

In addition, she said that the District did not plan on actively running any programs at the Tech Center and is seeking others to lease the facility. One possible user is SWIC who might continue running the Adult Education programs at the Tech Center. She pointed out that the District’s primary goal was to consider possibilities that will only result in no net cost to the District.

Mr. Blacharczyk asked whether the District was seeking alternative renters. He said that if none could be found, the District might have to board up the facility. Dr. Basden reiterated that the District was seeking uses for the Tech Center that would not result in additional cost. He said that if Harry Briggs would run any programs at the Tech Center, Mr. Briggs would be financially responsible for building costs.

REPORT FROM THE DISTRICT
Dr. Basden reported on the successful passing of 2 referendum issues — Working Cash bonds and the deactivation of the high school. He stressed that the Board was not going to go ahead with the Working Cash bonds without achieving recognition status for the District.

Dr. Basden also reported on the following items:
  a. Emergency request for payment of severance pay and stipends for certain employees
  b. Food service outsourcing
  c. Superintendent search
  d. Classrooms moved from high school building to elementary building
  e. Receipt of bids for buses to be sold

Mr. Blacharczyk asked what the District planned to do with the food service staff. Dr. Basden replied that they had been sent termination notices. Dr. Basden reported that the Board planned to hold interviews with Superintendent candidates on April 24, 2004.

Dr. Basden said that the Board planned to approve the preliminary budget at their April 15, 2004 meeting. Rudy Wilson commended Dr. Basden and Ms. Sah on their work on the FY2005 budget.

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their March 11, and March 22, 2004 meetings (see attached). She first read items that were for the Panel’s information only. When asked about the referendum results, Ms. Wiley responded that the Board had published a notice thanking the voters for their support.

Ms. Sah read out the actions taken by the Board at their March 11, 2004 meeting (Section I.A through I.C). Dr. Wilson verified that Dr. Basden would be supervising the individual assigned under the Intergovernmental Agreement under item I.A.
Panel Meeting Minutes
April 6, 2004

Mr. Blacharczyk asked what the Intergovernmental Agreement with Region I Special Education Coop was about. Dr. Basden replied that this was required by the Coop in order for them to continue providing services to the District. Mr. Blacharczyk said that he was not prepared to act on the agreement without adequate review. Ms. Sah pointed out that the Panel had not received a copy until that meeting.

Dr. Basden pointed out that item I.C. ($250 stipend for Ms. Mouton as Saturday Scholar sponsor) was already included among those requested in the Emergency Request for Severance Pay and Stipends. He indicated that there was no need to act upon it separately.

Motion to approve the Intergovernmental Agreement with SWIC to supervise the VLTC at a cost of $250 per day for up to 25 days was made by Mike Blacharczyk. 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.

The Panel took no action on items I.B (Intergovernmental Agreement with Region I Special Education Coop) and I.C (stipend for Ms. Mouton).

Ms. Sah reminded the Panel of an item that they had tabled at their March, 2004 Panel meeting. Since it was previously tabled and resolved through Panel action on item I.A, she proposed rejecting the previously tabled item.

Motion to reject item II.A (approval of part-time VLTC Facility Supervisor at $250 per day for up to 25 days) was made by Mike Blacharczyk. 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.

Ms. Sah read out the actions under Finance taken by the Board at their March 22, 2004 meeting (Section III.A and III.B).

Motion to approve item III.A (the March Paid Payable List of $52,800.59 and Open Accounts Payable list in the amount of $26,150.56 and April estimated payroll with March overtime of $188.10) as presented was made by Mike Blacharczyk. 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
April 6, 2004

Motion to approve item III.B (the renewal of services with Mississippi Valley Insurance Cooperative under a three-year agreement) as presented was made by Mike Blacharczyk.
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.

Ms. Sah then read out personnel items approved at the March 22, 2004 Board meeting.

Motion to approve items IV.A through IV.G (Resolutions relating to honorable dismissal, dismissal, reduction in lengths of contracts, reduction in certain personnel and non-renewals as listed in attached) was made by Mike Blacharczyk.
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.

Ms. Sah then read out the personnel actions taken by the Board at their March 31, 2004 special meeting (item V.A and V.B) and the emergency request for payment of severance pay and stipends (item V.C).

Motion to approve item V.A and V.B (non-renewal and reduction of personnel as listed in attached) was made by Mike Blacharczyk.
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.

Motion to approve item V.C (Approval of Schedule of Stipend and Severance pay payments for certain employees at a total amount of $15,356.27) was made by Mike Blacharczyk.
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.

The Panel announced that they would go into executive session but not take any action upon reconvening. Ms. Wiley requested permission to attend the executive session.
Panel Meeting Minutes
April 6, 2004

EXECUTIVE SESSION
Motion to go into executive session to discuss employment, collective bargaining, and possible litigation was made by Mike Blacharczyk at 7:00 P.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.

RESUMPTION
Motion to reconvene was made by Mike Blacharczyk at 7:12 P.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.

ADJOURNMENT
Motion to adjourn was made at 7:15 P.M. by Mike Blacharczyk.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.
Memorandum

To: Venice Community Unit S/D #3 Financial Oversight Panel Members

From: Jim Tapscott/Cynthia Sah

Date: April 6, 2004 (Final)

Subject: Summary of Panel actions related to Venice CUSD #3 Board actions at the March 11, 2004 and March 22, 2004 Regular Board Meetings

For Information Only regarding Actions taken by Board (No Panel action required):
A. Reports/Actions – March 11, 2004 BOE meeting
   1. Authorizing the solicitation of bids to sell buses
   2. Authorizing a “hold” to sell Working Cash bonds until lifting of non-recognition status to at least probation
   3. Scheduling of Reduction in Force hearing on March 22, 2004
   4. Scheduling of FY2004 budget hearing on April 15, 2004

B. Reports/Actions – March 22, 2004 BOE meeting
   1. Approval of Treasurer’s Report
   2. Setting of Promotion/Graduation Date
   3. Canvassing of March 16 referendum results

I. Finance: (Approved at the March 11, 2004 District Board Meeting)
A. Approval of Intergovernmental Agreement with SWIC to supervise VLTC for up to 25 days at $250 per day
   FA Recommendation: Inquire as to terms, cost and whether there are sufficient grant funds to pay for cost
   Panel Action: Approved

B. Approval to pay special education tuition bills for March/April in the amount of $7,485.57 and the Intergovernmental Agreement with Region I Special Education District (Granite City Community Unit School District No. 9)
   FA Recommendation: Approve part of District plan to regain recognition status
   Panel Action: No action taken

C. Approval to one time stipend for the current school year of $250 for Saturday Scholar sponsor (Mrs. Mouton)
   FA Recommendation: Approve to be paid from grant funds; already included under item V.C (see Addendum to this memo)
   Panel Action: No separate action taken; see item V.C

II. Personnel: (Tabled from March 4, 2004 Panel meeting)
A. Approval of part-time VLTC Facility Supervisor for a period of up to 25 days at a rate of $250 per day (no benefits)
   FA Recommendation: Reject; issue resolved by item I.A above
   Panel Action: Rejected; see item I.A above
III. Finance: (Approved at the March 22, 2004 District Board Meeting)
A. Approval of March Paid Payable List of $52,800.59 and Open Accounts Payable list in the amount of $26,150.56 and April estimated payroll with March overtime of $188.10
FA Recommendation: Approve as presented
Panel Action: Approved
B. Approval of renewal of services with Mississippi Valley Insurance Cooperative
FA Recommendation: Approve (per Dr. Basden, this is a 3 year agreement and health insurance costs are estimated to increase by 5.5% for FY2005)
Panel Action: Approved

IV. Personnel: (Approved at the March 22, 2004 District Board Meeting)
A. Approval of Resolution authorizing honorable dismissal of tenured teachers: Linda Daniels, Clinton Harris, Virginia Blackburn, Denise Rhodes, Marie Kelting, John Gilham, Donald McCallum
B. Approval of Resolution authorizing dismissal of fourth year probationary certified employees: Steve Marfia, Kofi Aidoo, Marilee Mindrup
C. Approval of Resolution reducing length of contract for Kimberly Williams from 12 months to 10 months effective the end of current school year
D. Approval of Resolution authorizing the reduction of certain non-certified/educational support personnel and education support services: Binit Wright, Velva Blakely, Maxine Lyons, Chelsea Smith, Tasha Harris, Anna Claggett
E. Approval of Resolution authorizing the reduction of certain non-certified/educational support personnel and education support services (elementary secretary): Marquia Tyler
F. Approval of Resolution authorizing the reduction of certain non-certified/educational support personnel and education support services (cooks) effective April 30, 2004: Ella Bell, Billie Thornton
G. Approval of Resolution authorizing the notice of non-renewal of probationary certified employees: Charles Thornbrugh, Tina Reed, Joyce Ulman, Jerry Pruett, Jeanette Napier
FA Recommendation: Approve all items under Section IV.
Panel Action: Approved all items under Section IV.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Regular Meeting
Monday, May 3, 2004
(Note this is a change from originally scheduled regular meeting date)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:30 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of April 6, 2004 meeting)

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

   a. Discussion and action on amendment to the FOP budget
   b. Other

6. Report from the District
   a. Update on Working Cash bonds

7. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts)
   b. Discussion and action on previously tabled items
   c. Discussion and action on food service outsourcing
   d. Other
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA (continued)

Regular Meeting
Monday, May 3, 2004

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

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

10. Adjournment
Memorandum

To: Venice Community Unit S/D #3 Financial Oversight Panel Members

From: Jim Tapscott/Cynthia Sah

Date: May 3, 2004 (Final)

Subject: Summary of Panel actions related to Venice CUSD #3 Board actions at the April 15, 2004, April 29, 2004 Regular Board Meetings and May 3, 2004 special Board meeting

For Information Only regarding Actions taken by Board (No Panel action required):
A. Reports/Actions – April 15, 2004 BOE meeting
B. Reports/Actions – April 29, 2004 BOE meeting
1. Approval of revised FY2003-2004 school calendar
2. Declaration of surplus property and approval to seek bids for sale of such equipment
3. Approval of Resolution opposing property tax caps in Madison County

I. Finance: (Approved at the April 15, 2004 District Board Meeting)
A. Approval of one year contract with Kerber, Eck, and Braeckel for audit services at a cost of $9,000
Panel Action: Approved
B. Approval of FY2004 budget
FA Note: No further action necessary, deadline for required Panel approval was in September, 2003
Panel Action: Acknowledged receipt
C. Approval of food service intergovernmental agreement with Sodexo through East St. Louis School District 189 effective May 1, 2004
Panel Action: Approved
D. Approval of bid submitted by Ponder Equipment Company for sale of the Venice bus fleet in the amount of $23,153 (highest bid)
Panel Action: Approved

II. Item previously tabled by Panel
A. Approval to pay special education tuition bills for March/April in the amount of $7,485.57 and the Intergovernmental Agreement with Region I Special Education District (Granite City Community Unit School District No. 9)
FA Note: FA approved the payment of the March/April 2004 tuition bill upon emergency request of District; Granite City Board has a revised intergovernmental agreement (see item III.B below)
Panel Action: Ratified FA approval of payment for $7,485.57 tuition bill; no further action see Panel action on item III.B
III. Finance: (Approved at the April 29, 2004 District Board Meeting)
   A. Approval of April Paid Payable List of $61,653.07 and Open Accounts Payable list in the amount of $61,116.45 and May estimated payroll with April severance pay and additional pay schedule of $27,785.66
      Panel Action: Approved
   B. Approval of revised Intergovernmental Agreement with Southwestern Illinois College ("SWIC") for oversight and management services of the Venice Lincoln Center to be rendered by Dr. Ganshinietz for a period not to exceed 25 days at the cost of $250 per day
      Panel Action: Approved
   C. Approval of revised Intergovernmental Agreement with Granite City District #9 for special education services
      Panel Action: Approved
   D. Approval of employment of staff and expenditure of funds to implement Even Start Summer School Program in the amount of $16,500
      Panel Action: Approved as presented

IV. Personnel: (Approved at the May 3, 2004 District Board Meeting)
   A. Approval of employment of Mary Hagan as Superintendent and related employment contract (see attached)
      Panel Action: Approved as presented

V. Other Panel actions
   A. Approval of amendment to Panel budget to cover expanded scope of services by Financial Administrator (increasing budget from $39,000 to $72,335 to cover 5 months up to June 30, 2004 of outsourced Business Office services per expanded contract with RSM McGladrey approved by Panel at their March 4, 2004 meeting)
      Panel Action: Approved
AGENDA

Regular Meeting
Tuesday, June 1, 2004
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:30 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of May 3, 2004 meeting)

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

   a. Update on Working Cash bonds

6. Report from the District
   a. Introduction of new Superintendent

7. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts)
   b. Discussion and action on previously tabled items
   c. Other
8. Executive session – In accordance with 5ILCS 120 for Employment, collective bargaining and possible litigation

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

10. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, JUNE 1, 2004
EXECUTIVE SESSION AND REGULAR MEETING
(This meeting was held via telephone conference call)
5:30 P.M.

Note: *A speakerphone was available at the District to allow for public participation.*

CALL TO ORDER
Mary Kane (who chaired the meeting) called the meeting to order at 5:45 P.M. at the Board Room of the Venice School District Administration Center.

ROLL CALL
Present were:

- Mike Blacharczyk, member
- Mary Kane, member

Mary Kane was absent. With a quorum present, the meeting continued.

Also present were:

- Jim Tapscott, Cynthia Sah, Ernest Clark - RSM McGladrey (Financial Administrator)
- Donna Luallen - ISBE
- Richard Basden, James Edmonds - District
- Ms. Wiley - Board President
- Mr. Cullen - ROE

Ms. Kane, Mr. Blacharczyk and Ms. Luallen participated via telephone conference call.

APPROVAL OF MINUTES OF THE MAY 3, 2004 MEETING
Motion to approve the minutes of the regular meeting and executive session of May 3, 2004 was made by Mike Blacharczyk.
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 Blacharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.
Panel Meeting Minutes
June 1, 2004

REPORT OF THE FINANCIAL ADMINISTRATOR
Mr. Tapscott reported that the previous configuration of the proposed Working Cash bonds at twenty years maturity) based on Board preference made the bonds taxable and proved unattractive to prospective buyers. He said that Ms. Ruffanello (Financial Advisor to the Board) was trying to shorten the life of the bonds. He reported that this would increase the annual tax burden. The Board had been given the information and had agreed to a decrease in the bond life. The Board also requested that the par value of the bonds be reduced to $400,000 so that the annual increase in tax would not be too burdensome to the taxpayers. He acknowledged with great appreciation Mary Kane’s efforts to assist Ms. Ruffanello in approaching prospective buyers.

Ms. Kane said that the District and the Financial Administrator needed align their efforts with the District’s Financial Advisor to ensure more effective marketing of the bonds.

REPORT FROM THE DISTRICT
Dr. Basden updated the Panel on the introduction of the new Superintendent to the District. He reported that Dr. Hagan had an injury to her foot and was unable to attend the Panel meeting that day. However, she had planned to attend certain District functions.

Dr. Basden said that until the bonds were sold he would be accessible to the District. Mr. Blacharczyk and Ms. Kane expressed their deep appreciation for the work that Dr. Basden had done during the past school year.

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their May 27, 2004 Board meetings (see attached). She first read items that were for the Panel’s information only.

Ms. Sah read out the actions under Finance taken by the Board at their May 27, 2004 meeting (Section I.A and LB). On item I.A, Ms. Sah informed the Panel that the District included in their approval prior year payables. However they intended to pay for prior year payables only out of the proceeds of the Working Cash bonds.

Motion to approve item I.A (the May Paid Payable List of $226,035.70 and Open Accounts Payable list in the amount of $319,330.09 and June estimated payroll) 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
Unanimously passed by roll call vote.
Panel Meeting Minutes
June 1, 2004

Motion to approve item I.B (purchase of instructional material using Title I funds in the amount of $12,276) 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

Unanimously passed by roll call vote.

Then Ms. Sah read out the personnel items approved by the Board Section II.A.

Motion to approve all items under II.A 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

Unanimously passed by roll call vote.

Ms. Sah then informed the Panel of the Board’s approval to endorse the ROE’s submission of a Charter School application to the ISBE. Dr. Basden confirmed that this did not constitute an approval to run a Charter School at that time. This application was necessary to ensure that the District would have an alternative option to send their high school students, in case they could not be accepted at other Districts.

At this point, the Panel announced that they would go into executive session. The Panel members requested Ms. Wiley to attend the executive session.

EXECUTIVE SESSION
Motion to go into executive session to discuss employment, collective bargaining, and possible litigation was made by Mike Blacharczyk at 6:10 P.M. Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

Mike Blacharczyk  Yes
Mary Kane  Yes

Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Mike Blacharczyk at 6:45 P.M. Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

Mike Blacharczyk  Yes
Mary Kane  Yes

Unanimously passed by roll call vote.

Ms. Sah reminded the Panel of the Board’s endorsement of the ROE’s submission of a Charter School application.
Panel Meeting Minutes
June 1, 2004

Dr. Basden said that he looked to the Charter school to be a “choice” school. He had discussed the matter with Jed Deets and saw the possibility of four other Districts sending their students to the Charter School. He expressed his thanks for the Panel’s support during his tenure. The Panel members expressed their appreciation for his efforts.

Motion to approve item under III.A (endorsement of ROE submission of Charter School Application) as presented was made by Mary Kane.
Seconded by Mike Blacharczyk.
A roll call vote was taken and the results are as follows:

- Mike Blacharczyk  Yes
- Mary Kane  Yes

Unanimously passed by roll call vote.

ADJOURNMENT
Motion to adjourn was made at 6:50 P.M. by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA

Regular Meeting
Thursday, July 8, 2004
(Note this is a change from originally scheduled regular meeting date)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:30 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of June 1, 2004 meeting)

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

   a. Update on Working Cash bonds

6. Report from the District

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

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

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

10. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
THURSDAY, JULY 8, 2004
EXECUTIVE SESSION AND REGULAR MEETING
5:30 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:35 P.M. at the Board Room of the Venice School District Administration Center.

ROLL CALL
Present were:
   Dr. Rudy Wilson, chairperson
   Mary Kane, member

Rudy Wilson was absent. With a quorum present, the meeting continued.

Also present were:
   Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
   Debbie Vespa, Carl Holman – ISBE
   Dr. Mary Hagan, James Edmonds – District
   Ms. Wiley, Ms. Griggs – Board President and Secretary
   Members of the media

APPROVAL OF MINUTES OF THE JUNE 1, 2004 MEETING
Motion to approve the minutes of the regular meeting and executive session of June 1, 2004 was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Mary Kane      Yes
   Rudy Wilson    Yes
Unanimously passed by roll call vote.
REPORT OF THE FINANCIAL ADMINISTRATOR
Ms. Sah said that Ms. Kane had called up the two financial institutions - which were the potential buyers of the District's bonds. Ms. Kane then announced that Union Planters Bank had indicated their interest and was expected to give their proposal to the District shortly. She did warn that the interest rates would reflect the concerns the financial markets had about Venice.

Dr. Wilson led all those present in expressing their appreciation at the outcome.

REPORT FROM THE DISTRICT
Dr. Hagan talked about the status of the Charter School proposal and the District's receipt of a letter from ISBE. She said that the letter required that the District have an alternative option to the Charter School. She said she obtained legal interpretation that the District needed a receiving District that met the Annual Yearly Progress goal because of the No Child Left Behind mandate. She indicated that they were in the process of preparing a response.

NEW BUSINESS
Ms. Sah presented a summary of the actions taken by the Board at their June 24, 2004 Board meetings (see attached). She first read the item that was for the Panel's information only.

Ms. Sah read out the actions under Finance taken by the Board at their June 24, 2004 meeting (Section I.A). On item I.A, Dr. Wilson asked additional information on the overtime resulting from fire alarm incidents. He said that the District needed to investigate further and set up a protocol to prevent improper fire alarm incidents.

Motion to approve item I.A (the May Paid Payable List of $9,607.85, July estimated payroll and schedule of stipends, overtime and severance pay in the amount of $26,803.37) as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

<table>
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<th>Yes</th>
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<tbody>
<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.

At this point, the Panel announced that they would go into executive session. The Panel members requested Ms. Wiley and Ms. Griggs to attend the executive session.

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel, and possible litigation was made by Rudy Wilson at 5:45 P.M.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

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<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
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</table>

Unanimously passed by roll call vote.
RESUMPTION
Motion to reconvene was made by Rudy Wilson at 6:00 P.M.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

- Mary Kane: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Dr. Hagan informed the Panel that the JCCB turned down the application by SWIC to run the adult education classes at the District. Rudy Wilson clarified the Panel’s stance on adult education classes at the Tech Center. He said that the Panel appreciated the District’s desire for these classes in the area. He reminded those present about the financial difficulties that the program presented to the District because of its fluctuating funding. Ms. Sah also pointed out that the District has had to pay severance pay out of its own funds because of the cutback in funding and related closure of classes. He also expressed the Panel’s concern that the District focus its resources at education of children. Ms. Kane expressed agreement.

Ms. Griggs expressed the District’s desire to re-submit the grant application for adult education. Dr. Wilson said that the Panel members were not willing to approve such a plan.

ADJOURNMENT
Motion to adjourn was made at 6:05 P.M. by Rudy Wilson.
Seconded by Mary Kane.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA (revised)

Special Meeting
Thursday, July 22, 2004
(Note this is a change from originally scheduled regular meeting date)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
6:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of July 8, 2004 meeting)

4. Report from the District

5. New Business-
   a. Resolution approving the issuance of $175,000 General Obligation School Bonds, Series 2004A and $225,000 Taxable General Obligation School Bonds, Series 2004B, of Community Unit School District Number 3, Madison County, Illinois, and the levy of a direct annual tax sufficient to pay the principal of and interest on said bonds, and related matters
   b. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts)
   c. 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

8. Adjournment
CALL TO ORDER
Rudy Wilson called the meeting to order at 6:00 P.M. at the Venice Community Unit School District No.3 Administration Center.

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

Mike Blacharczyk, member was absent. With a quorum present, the meeting continued.
Also present were:
   Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
   Debbie Vespa, Carl Holman – ISBE
   Dr. Mary Hagan, James Edmonds – District
   Ms. Wiley, Ms. Griggs – Board President and Secretary
   Members of the media

APPROVAL OF MINUTES OF THE JULY 8, 2004 MEETING
Motion to approve the minutes of the regular meeting and executive session of July 8, 2004 was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Mary Kane           Yes
   Rudy Wilson         Yes
Unanimously passed by roll call vote.

REPORT FROM DISTRICT
Ms. Wiley reported that the Board authorized the issuance of a total of $400,000 of working cash bonds at their Board’s meeting earlier in the afternoon of July 22, 2004.

NEW BUSINESS
Mr. Wilson announced that the Panel was meeting to consider the Resolution approving the issuance of $175,000 General Obligation School Bonds, Series 2004A and $225,000 Taxable General Obligation School Bonds, Series 2004B and the levy of a direct annual tax to pay the
Panel Meeting Minutes
July 22, 2004

principal and interest on the bonds. He said the bond proceeds were to meet the working cash needs of the District.

Ms. Sah pointed out that the Panel had a "parameters resolution" to consider. The Panel members discussed the matter and asked questions from Dr. Hagan. After the discussion, Dr. Wilson presented the Resolution and asked Ms. Sah to read it for the record.

Motion to approve the Resolution as presented was made by Mary Kane. Seconded by Rudy Wilson.
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>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 then thanked all those who worked hard to realize the issuance of the bonds. He particularly thanked the Board for their efforts. He said that this would give the District a fresh start. Ms. Kane echoed those sentiments.

Dr. Wilson then asked Ms. Sah to update the Panel on other items for consideration.

Ms. Sah read out the actions under Finance taken by the Board at their July 22, 2004 meeting (Section I.A).

Motion to approve item I.A (the July Paid Payable List of $35,153.95 and Open Accounts Payable list in the amount of $125,117.28 and August estimated payroll and schedule of additional pay in the amount of $13,506.94) as presented was made by Mary Kane. Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

<table>
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<th>Name</th>
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<tbody>
<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 there was no need to have an executive session.

ADJOURNMENT
Motion to adjourn was made at 6:30 P.M. by Mary Kane. Seconded by Rudy Wilson. Unanimously passed by voice vote.
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
MONDAY, AUGUST 23, 2004
SPECIAL MEETING
(via telephone conference call)
6:00 P.M.

Note: A speakerphone was available at the District for the public to participate.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:00 P.M.

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

Also present were:
  Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
  Debbie Vespa, Renee Vlatte, Carl Holman – ISBE
  Dr. Hagan - District

Dr. Wilson announced that there would be no executive session.

NEW BUSINESS
The Panel members discussed the status of the District’s attempts to enter into an intergovernmental agreement with the Regional Office of Education related to a Charter School for the District’s high school students.

Ms. Vespa said that in order to comply with School Code the District had also entered into an intergovernmental agreement with East St. Louis School District 189 to offer this as an option. Mr. Blacharczyk asked how the District communicated this to the students. Dr. Hagan said that they were awaiting the Panel approval of the agreement with East St. Louis before communicating anything. Ms. Vespa asked whether the District had a letter ready to send out. Dr. Hagan said yes.

Mr. Blacharczyk asked whether the $6,000 proposed tuition would apply only to regular students. Dr. Hagan said yes. She also said that she did not know whether any Venice high school students have applied to attend East St. Louis School District 189. Ms. Vespa suggested that the Panel’s approval cover only the financial commitment to pay tuition of $6,000 per regular student as
Motion to approve the financial commitment to pay tuition of $6,000 per regular student attending to East St. Louis School 189 as provided for in the intergovernmental agreement between the District and East St. Louis School District 189 was made by Mary Kane. Seconded by Mike Blarcharczyk
A roll call vote was taken and the results are as follows:

Mike Blarcharczyk     Yes
Mary Kane             Yes
Rudy Wilson           Yes

Unanimously passed by roll call vote.

The Panel members then discussed the agreement between the Regional Office of Education and the District regarding the ROE use of District facilities. Dr. Hagan said that the ROE would pay the District $1,000 per attending student from the District for the use of facilities. Ms. Kane suggested specifying the Tech Center as the facility referred to in the agreement. Mr. Blarcharczyk asked how the ROE would fund this and whether this was discussed with the District’s legal counsel. Dr. Hagan said that the payments would be funded from tuition revenues and that she had consulted with their legal counsel and Mr. Cullen from ROE had also concurred on the legality.

Dr. Wilson asked who would be responsible for the maintenance of the building. Dr. Hagan said that the ROE would be responsible for that. The Panel suggested further corrections to the memorandum and said that they were willing to have the Financial Administrator approve the revised text after the meeting. In reply to a question from Dr. Wilson on budgetary impact, Ms. Sah said that this would help balance the budget if the ROE charged tuition fees higher than originally budgeted.

Motion to approve the memorandum of agreement between the ROE and the District regarding use of Tech Center facilities (ROE payment of $1,000 per Venice student attending the Charter School) contingent on inclusion of suggested changes to be reviewed and approved by the Financial Administrator was made by Mary Kane. Seconded by Michael Blarcharczyk.
A roll call vote was taken and the results are as follows:

Mike Blarcharczyk     Yes
Mary Kane             Yes
Rudy Wilson           Yes

Unanimously passed by roll call vote.

Ms. Sah then pointed out that the Panel also had to consider Board’s approval of the Charter School application submitted to the State. Ms. Vespa suggested that since the Charter School application approved by the Board had provisions that were not financial in nature, the Panel should only consider approving the commitment to pay tuition to the ROE. Ms. Vilatte agreed. She said that the approval should specify that tuition would be equal to 75% of the per capita tuition charge to comply with the requirements on Charter School regulations. Ms. Sah asked
Panel Meeting Minutes
August 23, 2004

what year would be the basis. Ms. Vespa replied that this would be based on the latest available data, in the FY2003 AFR.

Ms. Kane asked where the ROE would get teachers. Dr. Hagan replied that Mr. Cullen said there were teachers waiting to be called. Mr. Blarcharczyk asked when the Charter school had to start. Dr. Hagan replied, “by September 15”. She also said that they would try to align the calendars for the elementary and high school once the Charter school started. The Panel members expressed concern that the District’s students would have a high school to attend soon.

Ms. Kane said she presumed that the commitment to pay tuition to the ROE was contingent on the approval of the Charter School application. She expressed hope that the ISBE would expedite the review of the latest approved application.

Motion to approve the financial commitment to pay tuition equal to 75% of per capita tuition from the FY2003 AFR to the ROE contingent on approval of the ROE’s Charter School was made by Mary Kane.
Seconded by Mike Blarcharczyk
A roll call vote was taken and the results are as follows:

Mike Blarcharczyk  Yes
Mary Kane  Yes
Rudy Wilson  Yes

Unanimously passed by roll call vote.

ADJOURNMENT
Motion to adjourn was made at 6:40 P.M. by Rudy Wilson.
Seconded by Mary Kane.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Special Emergency Meeting
Monday, August 23, 2004
Venice Administration Center
(via teleconference conference call)
6:00 P.M.

Note: Speakerphone will be available at the District for public participation

1. Call to Order

2. Roll Call

3. Executive session to discuss employment and legal matters

4. New Business
   a. Update on Charter School Proposal of Regional Office of Education (ROE)
   b. Action on Intergovernmental agreement between ROE and Venice Community Unit School District No. 3 on Charter School
   c. Action on Memorandum of agreement between ROE and Venice Community Unit School District No. 3 regarding ROE use of Tech Center facilities
   d. Action on Intergovernmental agreement between Venice Community Unit School District No. 3 and East St. Louis School District 189
   e. Other

5. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
MONDAY, AUGUST 23, 2004
SPECIAL MEETING
(via telephone conference call)
6:00 P.M.

Note: A speakerphone was available at the District for the public to participate.

CALL TO ORDER
Rudy Wilson called the meeting to order at 6:00 P.M.

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

Also present were:
   Cynthia Sah, Ernest Clark – RSM McGladrey (Financial Administrator)
   Debbie Vespa, Renee Vilatte, Carl Holman – ISBE
   Dr. Hagan - District

Dr. Wilson announced that there would be no executive session.

NEW BUSINESS
The Panel members discussed the status of the District’s attempts to enter into an intergovernmental agreement with the Regional Office of Education related to a Charter School for the District’s high school students.

Ms. Vespa said that in order to comply with School Code the District had also entered into an intergovernmental agreement with East St. Louis School District 189 to offer this as an option. Mr. Blacharczyk asked how the District communicated this to the students. Dr. Hagan said that they were awaiting the Panel approval of the agreement with East St. Louis before communicating anything. Ms. Vespa asked whether the District had a letter ready to send out. Dr. Hagan said yes.

Mr. Blacharczyk asked whether the $6,000 proposed tuition would apply only to regular students. Dr. Hagan said yes. She also said that she did not know whether any Venice high school students have applied to attend East St. Louis School District 189. Ms. Vespa suggested that the Panel’s approval cover only the financial commitment to pay tuition of $6,000 per regular student as
provided for in the agreement. Ms. Vilatte concurred.

Motion to approve the financial commitment to pay tuition of $6,000 per regular student attending to East St. Louis School 189 as provided for in the intergovernmental agreement between the District and East St. Louis School District 189 was made by Mary Kane. Seconded by Mike Blarcharczyk

A roll call vote was taken and the results are as follows:

- Mike Blarcharczyk: Yes
- Mary Kane: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

The Panel members then discussed the agreement between the Regional Office of Education and the District regarding the ROE use of District facilities. Dr. Hagan said that the ROE would pay the District $1,000 per attending student from the District for the use of facilities. Ms. Kane suggested specifying the Tech Center as the facility referred to in the agreement. Mr. Blarcharczyk asked how the ROE would fund this and whether this was discussed with the District's legal counsel. Dr. Hagan said that the payments would be funded from tuition revenues and that she had consulted with their legal counsel and Mr. Cullen from ROE had also concurred on the legality.

Dr. Wilson asked who would be responsible for the maintenance of the building. Dr. Hagan said that the ROE would be responsible for that. The Panel suggested further corrections to the memorandum and said that they were willing to have the Financial Administrator approve the revised text after the meeting. In reply to a question from Dr. Wilson on budgetary impact, Ms. Sah said that this would help balance the budget if the ROE charged tuition fees higher than originally budgeted.

Motion to approve the memorandum of agreement between the ROE and the District regarding use of Tech Center facilities (ROE payment of $1,000 per Venice student attending the Charter School) contingent on inclusion of suggested changes to be reviewed and approved by the Financial Administrator was made by Mary Kane. Seconded by Michael Blarcharczyk.

A roll call vote was taken and the results are as follows:

- Mike Blarcharczyk: Yes
- Mary Kane: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

Ms. Sah then pointed out that the Panel also had to consider Board's approval of the Charter School application submitted to the State. Ms. Vespa suggested that since the Charter School application approved by the Board had provisions that were not financial in nature, the Panel should only consider approving the commitment to pay tuition to the ROE. Ms. Vilatte agreed. She said that the approval should specify that tuition would be equal to 75% of the per capita tuition charge to comply with the requirements on Charter School regulations. Ms. Sah asked
what year would be the basis. Ms. Vespa replied that this would be based on the latest available data, in the FY2003 AFR.

Ms. Kane asked where the ROE would get teachers. Dr. Hagan replied that Mr. Cullen said there were teachers waiting to be called. Mr. Blarcharczyk asked when the Charter school had to start. Dr. Hagan replied, “by September 15”. She also said that they would try to align the calendars for the elementary and high school once the Charter school started. The Panel members expressed concern that the District’s students would have a high school to attend soon.

Ms. Kane said she presumed that the commitment to pay tuition to the ROE was contingent on the approval of the Charter School application. She expressed hope that the ISBE would expedite the review of the latest approved application.

Motion to approve the financial commitment to pay tuition equal to 75% of per capita tuition from the FY2003 AFR to the ROE contingent on approval of the ROE’s Charter School was made by Mary Kane.
Seconded by Mike Blarcharczyk
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 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.

ADJOURNMENT
Motion to adjourn was made at 6:40 P.M. by Rudy Wilson.
Seconded by Mary Kane.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Regular Meeting
Wednesday, September 8, 2004
(Note this is a change from originally scheduled regular meeting date)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
6:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of July 22, and August 23, 2004 meetings)

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

5. Report from the District

6. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts)
   b. Action on working agreement between District and American Federation of Teachers, Local 965
   c. Other

7. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
WEDNESDAY, SEPTEMBER 8, 2004
REGULAR MEETING
(via telephone conference call)
6:00 P.M.

Note: A speakerphone was available at the District for the public to participate.

CALL TO ORDER
Mary Kane called the meeting to order at 6:00 P.M.

ROLL CALL
Present (via telephone conference call) were:
   Mary Kane, member
   Mike Blacharczyk, member
Also present were:
   Cynthia Sah - RSM McGladrey (Financial Administrator)
   Debbie Vespa - ISBE
   Dr. Hagan - District

Mary Kane, Chairperson was absent. With a quorum present, the meeting continued.

APPROVAL OF MINUTES OF THE JULY 22, and AUGUST 23, 2004 MEETINGS
Motion to approve the minutes of the special meeting of July 22, 2004 and regular meeting of
August 23, 2004 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
Unanimously passed by roll call vote.

Ms. Kane announced that there would be no executive session.
There was no Report from the District.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their August 19, 2004 meeting
(Section I.A).

Motion to approve item I.A (the August Paid Payable List of $116,414.70 and Open Accounts
Payable list in the amount of $13,384.95 and September estimated payroll and schedule of additional pay
Panel Meeting Minutes
September 8, 2004

in the amount of $5,277.02) 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
Unanimously passed by roll call vote.

Ms. Sah read out the actions under Personnel taken by the Board at their August 19, 2004 meeting (Section I.B). She indicated that the employment of Sherkyna Townsend was to be funded by a grant. She recommended rejecting the employment of Annette Delmore under II.B, as the individual has since declined employment.

Motion to approve item II.A (employment of Sherkyna Townsend as Data Entry clerk) as presented contingent on continued grant funding 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
Unanimously passed by roll call vote.

Motion to reject item II.B (employment of Annette Delmore as Physical Education teacher) 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
Unanimously passed by roll call vote.

Ms. Sah then informed the Panel that the Board had approved the working agreement between the District and the American Federation of Teachers, Local 965. She said that the Financial Administrator had reviewed the salary schedule that accompanied the agreement and noted that this was within the parameters given by the Panel to the District for negotiation. She also said that this was within the FY2005 budget. She cautioned though that the terms made the budget “tight” and that there was not much “wiggle room”.

Motion to approve item III.A (working agreement between the District and the American Federation of Teachers, Local 965 effective for FY2004, FY2005 and FY2006) 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
Unanimously passed by roll call vote.

Ms. Sah then informed the Panel that the Board was also in session that evening and about to
Panel Meeting Minutes
September 8, 2004

take certain personnel actions (items IV.A and IV.B). She said that the District had requested approval of their personnel actions during the Panel meeting because the employees were needed. Dr. Hagan stepped into the meeting to inform the Panel that the Board had just approved those items.

Motion to approve item IV.A (employment of Connie Wiese as Reading First Coach) as presented contingent on continued grant funding 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

Unanimously passed by roll call vote.

Motion to approve item IV.B (employment of Roslyn Smith as Physical Education teacher) 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

Unanimously passed by roll call vote.

At this point the Panel members asked to be updated on the status of the high students. In response to a question, Dr. Hagan replied that she had, thus far, received 12 transfer notices from those who planned to go to East St. Louis. Mike Blacharczyk recommended that the District follow up. Dr. Hagan said they would.

Mike Blacharczyk asked how many students were in the elementary. Dr. Hagan replied 110 with 16 being in the 8th grade. She also said that she hoped the Charter School would be in place next year. Mary Kane asked whether the District knew where the other high school students had gone. Mr. Edmonds replied, (though he cautioned that the information was not verified) that 10 students were at Brooklyn, 5 at Madison, 1 at Metro East Lutheran, 3 at Granite City.

Mike Blacharczyk also recommended that the District review its Special Education needs and determine the merits of teaching in-house or sending them to other facilities. Ms. Vespa asked how many Special Education students were in high school. Mr. Edmonds replied that one transferred out of the District and the other 2 were referred to East St. Louis.

ADJOURNMENT
Motion to adjourn was made at 6:40 P.M. by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA

Regular Meeting
Wednesday, September 29, 2004
(Note this is a change from originally scheduled regular meeting date)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:30 P.M.

Note: A speakerphone will be available at the District for Panel members to attend via telephone conference call.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of September 8, 2004 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. Action on FY2005 budget
   c. Other

6. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
WEDNESDAY, SEPTEMBER 29, 2004
EXECUTIVE SESSION AND REGULAR MEETING
(via telephone conference call)
5:30 P.M.

Note: A speakerphone was available at the District for the public to participate.

CALL TO ORDER
Mary Kane called the meeting to order at 6:00 P.M.

ROLL CALL
Present were:
   Rudy Wilson, chairperson
   Mary Kane (via telephone conference call), member
Also present were:
   Jim Tapscott, Cynthia Sah (via telephone conference call) – RSM McGladrey (Financial Administrator)
   Debbie Vespa (via telephone conference call), Carl Holman – ISBE
   Janet Wiley, Mr. Sessions – District Board
   Dr. Hagan - District

Mike Blacharczyk, member, was absent. With a quorum present, the meeting continued.

APPROVAL OF MINUTES OF THE SEPTEMBER 8, 2004 MEETING
Motion to approve the minutes of the regular meeting of September 8, 2004 was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Rudy Wilson     Yes
   Mary Kane       Yes
Unanimously passed by roll call vote.

Mr. Wilson announced that there would be no executive session at that time but later in the meeting.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their September 28, 2004 meeting (Section I.A).
Panel Meeting Minutes
September 29, 2004

Motion to approve item I.A (the September Paid Payable List of $594,493.03 and Open Accounts Payable list in the amount of $12,081.01 and October estimated payroll) as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
  Rudy Wilson    Yes
  Mary Kane      Yes
Unanimously passed by roll call vote.

Ms. Sah informed the Panel that the Board did not act upon the resignations of Denise Rhodes and Sherkyna Townsend (as scheduled on their agenda) because the ISBE plans to transfer Evenstart grant administration to another District was postponed from the original date of October 1, 2004. She indicated that no action was required. The Panel took no action.

Ms. Sah informed the Panel that the Board approved the FY2005 budget as revised at the Board’s September 28, 2004 meeting. She said that the Board had acted upon the FY2005 budget when they approved the revised FY2004 sometime back under Dr. Basden’s administration. The Panel had not given its approval at that time because certain items such as labor negotiations were still pending. Mr. Tapscott pointed out that the budget for the operating funds was balanced as required with an estimated surplus of $46,000. He said that the revenues had been adjusted for new grants and other costs such as the Financial Oversight Panel.

Motion to approve item III.A (approval of FY2005 budget) as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
  Rudy Wilson    Yes
  Mary Kane      Yes
Unanimously passed by roll call vote.

Ms. Sah then presented the FY2005 Panel budget. Mr. Tapscott said that the budget had increased from FY2004 because the outsourcing of the Business Office would be in place for a full year instead of just a part-year. He said that this would be sent to the State Superintendent for approval upon Panel approval. He also said that the draft of the Panel’s report to the State Superintendent would be circulated first among the Panel members before being sent to the State.

Motion to approve item III.B (Panel budget in the amount of $136,904) was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
  Rudy Wilson    Yes
  Mary Kane      Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes  
September 29, 2004

At this point, Mr. Tapscott requested that the Panel go into executive session. Dr. Wilson announced that the Panel would not take action after the executive session but would immediately adjourn.

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel, and possible litigation was made by Rudy Wilson at 5:45 P.M.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

  Mary Kane  Yes
  Rudy Wilson Yes

Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Mary Kane at 6:05 P.M.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:

  Mary Kane  Yes
  Rudy Wilson Yes

Unanimously passed by roll call vote.

ADJOURNMENT
Motion to adjourn was made at 6:06 P.M. by Mary Kane.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Regular Meeting
Wednesday, November 10, 2004
(Note this is a change from originally scheduled regular meeting date)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:30 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of September 29, 2004 meeting)

4. Report from the District

5. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts)
   b. Action on tuition arrangement Venice students attending Lincoln Charter School (financial section of Charter School Agreement between Madison County Regional Charter School and District)
   c. Action on revised Memorandum of Understanding between the Regional Office of Education and the District on use of Tech Center facilities
   d. Action on intergovernmental agreement between District and Illinois State Board of Education regarding Charter School
   e. Other

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

7. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
WEDNESDAY, NOVEMBER 10, 2004
EXECUTIVE SESSION AND REGULAR MEETING
(via telephone conference call)
5:30 P.M.

Note: A speakerphone was available at the District for the public to participate.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:30 P.M.

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

Mike Blacharczyk, member, was not present at roll call. With a quorum present, the meeting continued. Mike Blacharczyk (via telephone conference call) joined the meeting after roll call

Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Debbie Vespa Carl Holman – ISBE
   Dr. Hagan - District

APPROVAL OF MINUTES OF THE SEPTEMBER 29, 2004 MEETING
Motion to approve the minutes of the regular meeting of September 29, 2004 was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Rudy Wilson        Yes
   Mary Kane          Yes
Unanimously passed by roll call vote.

Mr. Wilson announced that there would be no executive session at that time.

Dr. Hagan also said that there was nothing special to report from the District.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their October 21, 2004 meeting (Section I.A).

Motion to approve item I.A (the October Paid Payable List of $105,954.48 and Open Accounts
Payable list in the amount of $2,057.08 and November estimated payroll) as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Rudy Wilson   Yes
   Mary Kane     Yes
Unanimously passed by roll call vote.

Ms. Sah informed the Panel that the Board accepted the resignations of Denise Rhodes and Sherkyna Townsend effective October 31, 2004.

Motion to approve item I.B (acceptance of the resignations of Denise Rhodes and Sherkyna Townsend effective October 31, 2004) as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Rudy Wilson   Yes
   Mary Kane     Yes
Unanimously passed by roll call vote.

At this juncture, Mike Blacharczyk joined the meeting via telephone conference call.

Ms. Sah then discussed the emergency relocation of the District’s cafeteria, related repairs and acquisition of certain equipment. This arose because the High School building which used to house the cafeteria was in the process of being declared unfit for use. She reminded the Panel that the Financial Administrator gave approval on their behalf upon the emergency request of the District. Dr. Hagan indicated that they found out they needed an oven with less features than originally specified in their request to the Financial Administrator. She said that they actually spent $2,500 (an amount less than their original request of $4,915 for the oven). Mary Kane asked for clarification on certain items and Dr. Hagan responded to her questions.

Motion to approve item III.A (approval of contracted services related to emergency relocation and renovations of the District cafeteria) as presented was made by Mary Kane.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Rudy Wilson   Yes
   Mary Kane     Yes
   Mike Blacharczyk Yes
Unanimously passed by roll call vote.

Ms. Sah then discussed the recent developments regarding the Charter School. She informed them that the tuition arrangement between the District and the Charter School has been revised to accommodate the Charter School’s delayed start of the school year. The tuition due would now be based on a pro-rata amount depending on when the students of Venice starting attending the Charter School. She said that the previous Panel approval of $7,126 tuition maximum still applied and no additional action needed to be taken by the Panel.
Dr. Hagan updated the Panel on the determination by the Regional Superintendent's Office to condemn the High School building. She informed them of District efforts to find funding to appropriately address the condemnation of the facility.

Ms. Sah said that since this did not involve a disbursement, no Panel action was needed. Ms. Vespa advised the District to ensure that adequate steps are taken to protect the District from liability. She stressed the need to secure the perimeter of the condemned area so that innocent bystanders are not at risk when they are within the District. She also said she would look into Transition Incentive Funds that the District could access because of the situation.

Dr. Wilson also indicated that the Panel would want to meet with the Board in the near future to discuss a long-term strategy for the District.

**ADJOURNMENT**
Motion to adjourn was made at 6:10 P.M. by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Regular Meeting
Tuesday, December 7, 2004
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:30 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of November 10, 2004 meeting)

4. Report from the District

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. Adjournment
Panel Meeting Minutes
December 7, 2004

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, DECEMBER 7, 2004
REGULAR MEETING
(via telephone conference call)
5:30 P.M.

Note: A speakerphone was available at the District for the public to participate.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:30 P.M.

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

Mary Kane, member, was not present at roll call. With a quorum present, the meeting continued.
Mary Kane (via telephone conference call) joined the meeting after roll call.

Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Debbie Vespa – ISBE
   Dr. Hagan - District

APPROVAL OF MINUTES OF THE NOVEMBER 10, 2004 MEETING
Motion to approve the minutes of the regular meeting of November 10, 2004 was made by Mike Blacharczyk.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Rudy Wilson       Yes
   Mike Blacharczyk  Yes
Unanimously passed by roll call vote.

Mr. Wilson announced that there would be no executive session at that time.

REPORT FROM THE DISTRICT
Dr. Hagan informed the Panel that the architect had verbally given its assessment on the roof of the annex building. The architect indicated that the roof was in need of possible replacement or major repair. The architect estimated that this might cost $60,000. When asked by Mike Blacharczyk what was housed in the annex. Dr. Hagan replied that the annex was not in use except as storage for certain supplies and equipment. She said that she would arrange for the
Panel Meeting Minutes
December 7, 2004

removal of the contents of the annex and have the building closed off. Ms. Vespa indicated that an ISBE team was being sent to the District to follow-up on the condemnation of the high school building. She said that the ISBE team would also be asked to look over the annex and verify the architect’s findings.

At this point, Mary Kane joined the meeting.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their November 23, 2004 meeting (Section I.A).

Motion to approve item I.A (the November Paid Payable List of $92,667.13 and Open Accounts Payable list in the amount of $25,600.24; additional pay in the amount of $2,525.00 and December estimated payroll) as presented was made by Mike Blacharczyk.
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>Rudy Wilson</td>
<td>Yes</td>
</tr>
<tr>
<td>Mike Blacharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

Ms. Sah read out the actions under Personnel taken by the Board at their November 23, 2004 meeting (Section I.B).

Motion to approve item I.B (approval of Intergovernmental Agreement between Madison Community Unit School District No. 12 and Venice Community Unit School District No. 3 for the employment of a Speech Pathologist, Petrice Burrell) as presented was made by Mike Blacharczyk.
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>Rudy Wilson</td>
<td>Yes</td>
</tr>
<tr>
<td>Mike Blacharczyk</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

Ms. Sah then announced that the Board has approved for publication the notice for the 2004 tax levy in the total amount of $534,479.03. She said that the Board intended to hold a hearing on the tax levy on December 21, 2004. Mike Blacharczyk wanted confirmation about the date since the copy of the proposed notice he received had another date on it. Ms. Sah confirmed that the hearing would be on December 21, 2004 and that she would correct the notice (which was not yet sent out for publication). Dr. Wilson said that the Panel would hold its meeting to act on the 2004 levy on December 21, 2004 after the Board approved the tax levy.
Panel Meeting Minutes
December 7, 2004

ADJOURNMENT
Motion to adjourn was made at 5:45 P.M. by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Special Meeting
Tuesday, December 21, 2004
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
6:30 P.M.

(PANEL meeting will commence after Board tax levy hearing and
Board meeting related to action on tax levy)

1. Call to Order

2. Roll Call

3. New Business-
   a. Action on 2004 tax levy
   b. Other

4. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, DECEMBER 21, 2004
SPECIAL MEETING
(via telephone conference call)
6:30 P.M.

Note: A speakerphone was available at the District for the public to participate.

CALL TO ORDER
Rudy Wilson called the meeting to order at 7:00 P.M.

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

Also present were:
  Cynthia Sah – RSM McGladrey (Financial Administrator)

REPORT FROM THE DISTRICT

NEW BUSINESS
Ms. Sah informed the Panel that the Board had just approved the 2004 tax levy in the amount of $459,201.03 for all non-Bond and Interest levies and $75,278.00 for Bond and Interest for a total of $534,479.03. She said that the Board had held its hearing on the tax levy that early evening. She said that the Board approved the levy just a few moments before the start of the Panel meeting. She also announced that the Board had complied with all the notice requirements for Truth in Taxation.

Motion to approve 2004 tax levy (see attached ) in the amount of $459,201.03 for all non-Bond and Interest levies and $75,278.00 for Bond and Interest for a total of $534,479.03 as presented was made by Mike Blacharczyk.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
  Rudy Wilson    Yes
  Mike Blacharczyk    Yes
  Mary Kane    Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes
December 21, 2004

The Panel members then updated each other on their individual activities.

ADJOURNMENT
Motion to adjourn was made at 7:20 P.M. by Mike Blacharczyk.
Seconded by Mary Kane.
Unanimously passed by voice vote.
Panel Meeting Minutes
December 21, 2004

VENICE SCHOOL DISTRICT 3
PROPERTY TAXES ANALYSIS

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<tr>
<th>Tax Year</th>
<th>2003</th>
<th>2003</th>
<th>Recommended 2004</th>
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<td>Levy Extension</td>
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<td>Rate</td>
<td>Rate</td>
<td>of Increase EAV</td>
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<td>5,045.00</td>
<td>0.0500</td>
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<td>Special levy ISBE loan)</td>
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<td>29,191.00</td>
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<td>Total non B &amp; I</td>
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<td>Rate of increase - EAV</td>
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