AGENDA

Regular Meeting
Tuesday, January 4, 2005
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 December 7, 2004 and December 21, 2004 meetings)

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
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MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, JANUARY 4, 2005
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, member (via telephone conference call)

Mike Blacharczyk, member, was not present at roll call. With a quorum present, the meeting continued.

Also present were:
   Cynthia Sah - RSM McGladrey (Financial Administrator)
   Debbie Vespa (via telephone conference call), Carl Holman - ISBE
   Dr. Hagan - District

APPROVAL OF MINUTES OF THE DECEMBER 7 AND DECEMBER 21, 2004 MEETINGS
Motion to approve the minutes of the regular meeting of December 7, 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.

Motion to approve the minutes of the special meeting of December 21, 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.
REPORT FROM THE DISTRICT
Dr. Hagan informed the Panel that the District received an estimate for removal of the high school building security cameras and their transfer to the elementary building. She said it was about $16,000. She felt that this was too expensive and planned to recommend putting the contract out for bid. She also reported that during this process, they found out that the District’s fire alarms were not hooked up to the fire department. The Panel members expressed their concern under life safety requirements. Dr. Hagan said that she got an estimate of $668 to hook up the District’s fire alarms. She said that she would go ahead with getting that done. The Panel agreed.

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

The Panel members expressed concern about certain items particularly the amounts being reported every month for additional pay.

Rudy Wilson asked what accountability the tutors had who handled after school tutoring. Dr. Hagan said that they had to sign in to support their attendance. Dr. Wilson asked what happens if students do not show up. Dr. Hagan replied that this was unlikely since the after school tutoring sessions were fully booked enrollment-wise. However, she said that if there were no students she expected that the tutors would not stay and sign in.

Dr. Wilson also expressed concern since overtime appeared to have been significant every month. He projected that at that rate, the budget for additional pay would be exceeded before year-end. The Panel members recommended that the District has written administrative procedures defining what types of overtime is allowed, what supporting documentation should accompany all requests for overtime and that all overtime should be authorized by the Superintendent in order to be approved by the Panel. Dr. Wilson said that the Panel wanted to review the supporting documentation for the overtime payment up for approval before they would consider it.

Ms. Sah informed the Panel that the District planned to have a credit card to facilitate travel arrangements. Dr. Hagan said that they had previously applied for a credit card but had not yet received approval. Union Planters, the District’s depositary under the working cash bond agreement, also offered a pre-approved debit card. She reported that after Ms. Sah expressed concern about the risk with a debit card, she said that she planned to inform Union Planters to cancel their debit card and would go ahead with their credit card application.

The Panel members also indicated that they were equally concerned about monitoring the travel and related costs. Ms. Kane recommended that the District plan all their travel ahead of time and obtain approval (particularly of out of town and out of state travel) from Board and Panel before the District made reservations and other arrangements. The Panel said that the District should
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have administrative procedures to restrict and monitor the use of the credit card.

They requested the Financial Administrator to draft a letter on the Panel’s behalf covering the items on which they expressed concern and send it to Dr. Hagan.

Motion to approve item I.A (the December Paid Payable List of $90,609.41 and Open Accounts Payable list in the amount of $21,300.48; additional pay in the amount of $8,476.24 -this amount does not include $945.63 and $529.10 of overtime - and January 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 read out the actions under Personnel taken by the Board at their December 21, 2004 meeting (Section I.B). Ms. Sah informed the Panel that the budget amendment related to the employment of Lisa Williams, Data Entry Clerk, had not yet been approved by ISBE. She said that Dr. Hagan, Ms. Prymer and she had been reassured by ISBE that afternoon that the budget would be approved. Ms. Sah recommended that the Panel table approval.

Motion to table item II.A (employment of Lisa Williams, Data Entry/Mentor in the amount of $8.69 per hour) as presented and authorize the Financial Administrator to approve it on the Panel’s behalf if ISBE approval is received before the next Panel meeting 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.

Motion to approve item II.B (acceptance of resignation of Roslyn Smith, PE teacher) 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 District had allowed Dr. Hagan to go ahead with the contract with Orkin for pest control services. The District had checked on the arrangements and obtained lower fees for the services on the elementary building. She said that the Board planned to formally approve this contract at their January meeting. The Panel took no action on this item.

Mr. Wilson announced that there would be no executive session at that time.
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ADJOURNMENT
Motion to adjourn was made at 6:30 P.M. by Mary Kane.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.
AGENDA

Regular Meeting
Tuesday, February 1, 2005
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 January 4, 2005 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
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, FEBRUARY 1, 2005
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 5:30 P.M.

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

Also present were:
   Cynthia Sah - RSM McGladrey (Financial Administrator)
   Debbie Vespa (via telephone conference call), Carl Holman - ISBE
   Janet Wiley - Board President
   Dr. Hagan - District

APPROVAL OF MINUTES OF THE JANUARY 4, 2005 MEETING
Motion to approve the minutes of the regular meeting of December 7, 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
   Mary Kane           Yes
Unanimously passed by roll call vote.

REPORT FROM THE DISTRICT
Ms. Wiley reported that all was going well with the District and that the students were studying for the ISAT. She and Mr. Wise, another Board member, planned to visit the Charter School. She said that the reports from the Regional Superintendent's office indicated that the high school students had adjusted.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their January 27, 2005 meeting
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February 1, 2005  
(Section I.A).

Motion to approve item I.A (the January Paid Payable List of $95,495.27 and Open Accounts Payable list in the amount of $0.00; additional pay in the amount of $500.00 and February estimated payroll) 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  
- Rudy Wilson  
- Mary Kane  
Unanimously passed by roll call vote.

Ms. Sah read out the actions under Contracts taken by the Board at their January 27, 2005 meeting (Section II). Ms. Kane questioned why the District was being made responsible for the Charter School pest control services. She recommended that the Orkin contract for the Lincoln Tech Center be approved for one month until the District negotiates this item with the Charter School. The Panel members did not have a problem with the District's portion of the Orkin pest services contract.

Motion to approve item II.A (one year renewal of Orkin pest control services contract for the District in the amount of $82 per month and one month renewal of the contract for Lincoln tech in the amount of $1,011.12 per month until resolution of the issue with Charter School) was made by Mike Blacharczyk.  
Seconded by Rudy Wilson.  
A roll call vote was taken and the results are as follows:  
- Mike Blacharczyk  
- Rudy Wilson  
- Mary Kane  
Unanimously passed by roll call vote.

Under item II.B, Mr. Holman asked why the HS building was included in the coverage while the elementary building was not specified. Dr. Hagan replied that the Admin building included the elementary building but that she would clarify why the high school building was being included.

Motion to approve item II.B (renewal of contracts with ADT Security Services - Contract A for fire alarm services: Admin building only renewal on equipment and services as currently installed for $1,355.53 per year and Contract B for burglar alarm services on equipment and services as currently installed (intrusion detection) for HS and Admin building for $2,353.09) on the understanding that the high school building be removed from the coverage and any related price reduction be taken and that the inclusion of the elementary building (in all references to Admin building) be confirmed was made by Mike Blacharczyk.  
Seconded by Rudy Wilson.  
A roll call vote was taken and the results are as follows:  
- Mike Blacharczyk  
- Rudy Wilson  
- Mary Kane  

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Unanimously passed by roll call vote.

Dr. Hagan confirmed that item ILC (Wissehr Electric, Inc proposal for removal and relocation of security cameras from the HS to the elementary building) was only a quote and not a bid. She said that the District would bid out those services. The Panel did not take any action on ILC.

Ms. Sah read out the actions under Personnel taken by the Board at their January 27, 2005 meeting (Section III).

Ms. Sah reminded the Panel that at their January meeting, the Panel authorized the Financial Administrator to approve the employment of a data entry clerk subject to ISBE approval of a grant budget amendment. She said that ISBE did approve that first amendment. She said that since then, the District has approved an upgrade of the position to secretary with a salary increase from $8.69 to $11.52. This salary increase was the subject of a second budget amendment that the District submitted but ISBE has not yet approved. Ms. Sah recommended that the Panel table the item and authorize the Financial Administrator to approve when the ISBE approval of the second amendment is received.

Debbie Vespa asked for the rationale of the change. Ms. Kane also expressed concern about whether this required a change in job description. Dr. Hagan said the preponderance of her duties were secretarial and therefore the District believed she should be paid at the secretarial level. Ms. Vespa also asked whether changing the description of the individual's duties would cause an issue with the current union contract. Ms. Wiley replied that the individual was the only person doing that type of activity, so there would be no departure from the union contract provisions.

Motion to table item III.A (approval of salary adjustment for Title I Data entry clerk upgraded to secretory salary from $8.69 to $11.52 per hour) and authorize Financial Administrator to approve when ISBE approval of second amendment is received 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
  Mary Kane           Yes
Unanimously passed by roll call vote.

Ms. Vespa also pointed out an issue with the way the District provides SES services. Dr. Hagan said that the District already had tutorial services in place. Ms. Vespa said that the District had to use the services of a recognized provider and that the maximum that the District could pay was $1,609 per pupil. Dr. Hagan asked whether they had to seek out a provider for which they had to pay when the District has volunteers providing the service for free. Ms. Vespa said yes. Mr. Blacharczyk opined that this was probably due to some certification process that providers had to achieve.

Ms. Vespa also reminded the District that they had to submit the form for transition aid in order to get reimbursement from ISBE. Dr. Hagan said they had not yet submitted it because the final
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An invoice from the Charter School was not yet processed. She expected the District to approve the payment by the next Board meeting. She said that they would submit the transition aid form then.

The Panel members discussed the possible dates for the strategic planning session. Ms. Sah said she would try to get best available dates from everyone. Ms. Kane asked that a memo regarding the status of the FY2004 audit be circulated.

Ms. Kane announced that there would be no executive session at that time.

ADJOURNMENT
Motion to adjourn was made at 6:30 P.M. by Rudy Wilson.
Seconded by Mary Kane.
Unanimously passed by voice vote.
AGENDA (Revised)

Regular Meeting
Tuesday, March 1, 2005
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 February 1, 2005 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 and agreements)
   b. Special Panel meeting
   c. Other

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

7. Adjournment
CALL TO ORDER
Rudy Wilson called the meeting to order at 5:35 P.M.

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

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

Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Debbie Vespa (via telephone conference call), Carl Holman – ISBE
   Janet Wiley - Board President
   Dr. Hagan - District

APPROVAL OF MINUTES OF THE FEBRUARY 1, 2005 MEETING
Motion to approve the minutes of the regular meeting of February 1, 2005 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 FROM THE DISTRICT
Ms. Wiley reported that certain Venice high school students wanted to enroll at East St. Louis School District 189 but were denied enrollment there because East St. Louis School District 189 believed the intergovernmental agreement between the East St. Louis and Venice was just a “courtesy”. She said that this was being referred to legal counsel

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their February 24, 2005
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March 1, 2005 

meeting (Section I.A).

Motion to approve item I.A (the February Paid Payable List of $118,527.37 and Open Accounts Payable list in the amount of $11,362.96; additional pays in the amount of $1,684.06 and $1,669.98 and March estimated payroll) 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.

Under II.A, Ms. Sah announced that Dr. Hagan informed her that the Lincoln Charter School would be responsible for paying on the renewal of the contract with Orkin related to pest control services at the Lincoln Center in the amount of $101.12. She said that since this was not a contract with the District, no Panel action was required. The Panel took no action.

Under III.A, Ms. Sah also reminded the Panel that they had authorized the Financial Administrator to approve the upgrade in salary of the Data Collection secretary (upgraded from data entry clerk) from $8.69 to $11.52 per hour contingent on grant amendment approval. She informed the Panel that Dr. Hagan showed her email from ISBE granting approval on the amendment. The Panel took no further action.

Under IV.A, Ms. Sah informed the Panel that the Board approved a proposal with Region I Special Ed Coop to share transportation costs for students attending Edgewood Children’s Home. Dr. Hagan said that the District was using a bus to transport 2 Venice students. The same bus would now also pick up a student from Region I Special Ed Coop. The Region I Special Ed Coop would pick up 1/3 of the bus transportation cost. Ms. Sah said that this would not result in additional cost to the District.

Motion to approve item IV.A (proposal from Region I Special Ed Coop to share transportation cost for students attending Edgewood Children’s Home) 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.

Under item IV.B, Ms. Sah informed the Panel that the Board had approved an agreement with the Regional Office of Education (ROE) for the ROE to provide Supplemental Education Services (tutoring). She said that this agreement came about because of the concern expressed by ISBE about the District’s previous after-school tutoring arrangement that ISBE said was not compliant. Ms. Sah said that she faxed a copy for review of the agreement to ISBE. Ms. Vespa said that all provisions appeared compliant except for a question on the language regarding the pricing of services. Ms. Vespa said that she referred the contract to legal for review and that ISBE would inform the District about any changes needed.
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Motion to approve item IV.B (agreement with Regional Office of Education to provide Supplemental Educational Services) on the understanding that the provision on pricing of services would be revised if needed to be compliant 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 reminded the Panel that they planned to meet at a strategic planning session on March 14, 2005. She announced that the Panel did not plan to take any action at that meeting to be held at the Regional Office of Education.

Motion to have a special meeting on March 14, 2005 for a strategic planning session 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 announced that there would be no executive session at that time.

ADJOURNMENT
Motion to adjourn was made at 5:55 P.M. by Mike Blacharczyk.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Special Meeting
Monday, March 14, 2005
Madison County Regional Office of Education
157 N. Main St. Suite 438
Edwardsville, IL 62025
8:30 A.M.

Note: This is a planning session; no actions will be taken by the Panel

1. Call to Order

2. Roll Call

3. Planning session
   ▪ Report from Financial Administrator
   ▪ Other discussion

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

5. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
MONDAY, MARCH 14, 2005
SPECIAL MEETING
8:30 A.M.

Note: This meeting was held at the Madison County Regional Office of Education.

CALL TO ORDER
Rudy Wilson called the meeting to order at 8:50 A.M.

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

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

Also present were:
  Jim Tapscott, Cynthia Sah – RSM McGladrey (Financial Administrator)
  Debbie Vespa, Carl Homan – ISBE
  Harry Briggs, Cullen Cullen - ROE

PLANNING SESSION
Ms. Sah briefed the Panel on the results of operation for FY2004 that resulted in a surplus. She then discussed the year-to-date results of operation for FY2005 and the projected total FY2005 excess of revenues and other financing over expenditures and other financing uses. She projected that the District would end the year in a small surplus.

Ms. Sah then used flat-revenue assumptions with increasing expenditures to estimate FY2006 operating results. Given those assumptions, she said that the District would end up in a $290,000 deficit if no cuts in costs were undertaken. She pointed out that personnel-related costs were the most significant item in the District’s budget. She noted that enrollment had been declining and was not expected to increase. She presented a schedule that showed many grade levels with enrollment less than 10. None exceeded 20 students.

Ms. Vespa suggested that the District consider combining grades and reducing the number of teachers. Ms. Sah informed the Panel that she had discussed this possibility with Dr. Hagan and Dr. Hagan indicated that she was already looking into the possibility.

Harry Briggs reported on his read of the situation. He said that with no performance measurement system in place, teachers whose performance was not satisfactory continued to be
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in place. He said that the Charter school was moving along but there was a need to focus on discipline. He said that the Charter school planned to discontinue its use of Sodexho for the lunch program because of problems with service. Ms. Sah said that the District had experienced similar dissatisfaction with the lunch service.

Ms. Kane asked whether the Charter school planned to accept students from other Districts. Mr. Briggs replied that this possibility was being considered for Brooklyn students.

Ms. Sah continued with her presentation, relating non-financial data to financial schedules. She said that with declining enrollment, the cost per student was becoming less and less optimal. Ms. Vespa said that with a situation like this – the District needed to seriously consider consolidation as a long-run option. She pointed out that this process needed time. Ms. Sah said that the District could undertake certain short-run measures to contain costs.

After lengthy discussion, the Panel and those present listed the following steps that the District should consider for FY2006:

1. not renew the Principal’s contract and combine the responsibilities of the Principal with that of the Superintendent;
2. combine certain grades and keep only 5 teachers;
3. tuition out the special education students and outsource all other special education services;
4. outsource services provided by Technology Coordinator and Social Worker/Guidance Counselor;
5. reduce custodians by one;
6. send out Reduction in Force notices for all personnel paid out of grants;
7. centralize all purchasing.

The Panel agreed that these recommendations, if implemented, would allow the District to restructure its operations and increase its ability to balance the FY2006 budget. The Panel members said that these recommendations should be embodied in a directive. The Panel agreed to meet at a special meeting starting 5:00PM to issue the directive. The meeting would be held via telephone conference call before the Board’s next regular meeting.

Ms. Kane suggested the Financial Administrator meet with the Board to share with them the presentation made by Ms. Sah and discuss the personnel impact of the information. She believed that the Board would see the merit of the Panel’s recommendations.

Ms. Sah asked the Panel for parameters for union negotiations with the custodians who have been using the salary schedule that dated back to several years back. The Panel members agreed that given the financial circumstances of the District, the Panel could only recommend a 0% increase in the salary schedule.

Harry Briggs also raised concern about the District’s infrastructure. He said that the District needed assistance in finding a way to demolish its condemned high school building. He said that at their last visit with their life safety team, they noted certain potential emergencies such as
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plumbing and electrical problems, the alarm system still not being hooked up to the fire
department and structural problems with the elementary building.

ADJOURNMENT
Motion to adjourn was made at 12:30 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 Meeting
Thursday, March 17, 2005
Board Room, Administration Center
700 Broadway, Venice, IL 62090
(via telephone conference call)
5:00 P.M.

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

1. Call to Order

2. Roll Call

3. New Business
   - Discussion and issuance of Panel directive
   - Other discussion

4. Executive session — In accordance with SILCS 120 for Employment, collective bargaining and possible litigation

5. Adjournment
CALL TO ORDER
Rudy Wilson called the meeting to order at 5:05 P.M.

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

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

Also present were:
   Jim Tapscott, Cynthia Sah – RSM McGladrey (Financial Administrator) via telephone conference call
   Debbie Vespa – ISBE (via telephone conference call)
   Janet Wiley, Dr. Mary Hagan - District

NEW BUSINESS
Ms. Sah briefed the Panel on her presentation to the Board of the material presented to the Panel at their March 14, 2005 strategy planning sessions. Based on the presentation made to the Panel, the Panel requested the Financial Administrator to draft a directive that embodied the recommendations they developed from the strategy planning session.

Ms. Sah reported that at the Board’s special meeting on March 16, 2004 the Board was made aware of the information underlying the directive. In that presentation, she pointed out that unless extensive cuts were made, the District was projected to end FY2006 in a deficit. Ms. Wiley thanked the Panel for sharing with them the information. She said that the presentation was really helpful to the Board.

Rudy Wilson asked whether the Board was informed about the details of the directive that was under consideration. Ms. Sah reported that she shared with the Board the entire text of the directive and that she also faxed a signed copy to the District that day. She said that a copy would be added to the minutes. Ms. Wiley said that the Board was planning to take action as the Panel recommended.
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Ms. Sah informed the Panel that ISBE legal counsel was asked to review the directive and she approved the text of the directive as presented.

Motion to issue the directive as presented (see attached) was made by Mary Kane.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.

At this point, Mr. Tapscott requested that the Panel briefly go into executive session.

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel, and possible litigation was made by Rudy Wilson at 5:20 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 5:26 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 5:28 P.M. by Rudy Wilson.
Seconded by Mary Kane.
Unanimously passed by voice vote.
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March 17, 2005

State of Illinois
Venice Community Unit School District No. 3
Financial Oversight Panel

Directive Number 05-01

Whereas, projections developed for FY2005-2006 indicate that the District’s operations (in the Education, Operations and Maintenance, Transportation and Working Cash funds) will result in an estimated $290,000 deficit based on assumptions provided with those projections; and

Whereas, the District is required to submit a balanced budget for FY2005-2006 and;

Whereas, the District needs to take necessary actions to ensure flexibility in structuring its operations to achieve a balanced budget for FY2005-2006;

Now, therefore, the Board of Education of Venice Community Unit School District No. 3 is hereby directed to take the necessary actions to achieve savings of at least $290,000 to enable the District to have a balanced budget that is complete, reasonably capable of being achieved and meets the requirements set forth under Article IB of the School Code.

Towards this end, the Panel offers the following recommendations for consideration by the Board:

1) Not to renew the contract for the position of Principal;

2) Combine the duties and responsibilities of the Principal and Superintendent in one position;
State of Illinois
Venice Community Unit School District No. 3
Financial Oversight Panel

Directive Number 05-01 (continued)

3) Send out Reduction-in-Force notices to certified staff in sufficient number to reduce all certified positions to only 5 classroom teacher positions;

4) Send out Reduction-in-Force notices to all certified staff who are being paid (entirely or in part) from grant funds not yet appropriated for FY2005-2006;

5) Send out Reduction-in-Force notices to all noncertified staff in sufficient numbers to reduce custodial staff to only one.

6) Outsource special education and social work services;

7) Eliminate Technology Coordinator position.

Adopted by the Venice Community Unit School District No. 3 Financial Oversight Panel on March 17, 2005.

Rudy Wilson
Chair
Venice Community Unit School District No. 3
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Proof of Service

I, Cynthia Sah, certify that I served copies of the foregoing Directive on the President of the Board of Venice Community Unit School District No. 3 and the District Superintendent by delivering copies March 17, 2005, addressed as follows:

Ms. Janet Wiley, President
Board of Education
Venice Community Unit School District No. 3
700 Broadway
Venice, Illinois 62090

Dr. Mary Hagan, Superintendent
Venice Community Unit School District No. 3
700 Broadway
Venice, Illinois 62090

__________________________
Cynthia Sah
1. Call to Order

2. Roll Call

3. Approval of Minutes (of March 1, March 14 and March 17, 2005 meetings)

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 and agreements)
   b. 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
TUESDAY, APRIL 5, 2005
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, member (via telephone conference call)

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

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

APPROVAL OF MINUTES OF THE MARCH 1, MARCH 14, AND MARCH 17, 2005 MEETINGS
Motion to approve the minutes of the regular meeting of March 1, 2005 and the special meetings of March 14, 2005 and March 17, 2005 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 THE DISTRICT
Dr. Hagan had nothing to report other than what would be covered under New Business.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their March 17, 2005 meeting (Section 1.A).
Panel Meeting Minutes
April 5, 2005

Motion to approve item I.A (the March Paid Payable List of $47,173.59 and April 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:
Mary Kane       Yes
Rudy Wilson     Yes
Unanimously passed by roll call vote.

Under II.A, Ms. Sah announced that the District considered Bank of New York as Paying Agent for its 2004 bonds. Ms. Kane opined that the firm was a reputable one and did good work.

Motion to approve item II.A (approval of Bank of New York as Paying Agent and Tax escrow agent for the 2004 bonds) as presented 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.

Under III.A, Ms. Sah reported that the District had issued out Reduction-in-Force notices in response to the March 17, 2005 directive of the Panel. She also said that the Board approved the retirement of Betty Cunningham in May 2005.

Motion to approve item III.A (issuance of Reduction-in Force notices to reduce personnel to five teaching positions and one custodial position) as presented was made by Rudy Wilson.
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.

Motion to approve item III.B (retirement of Betty Cunningham in May 2005) as presented 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.

Ms. Wiley said that she was informed that the District had certain funds invested in a Certificate of Deposit that matured every month and was renewed automatically. She asked whether the Panel had any problem with leaving the funds the way they were. Mr. Wilson said that he saw no problem with keeping the funds the way they were.
Panel Meeting Minutes
April 5, 2005

Ms. Sah passed out copies of the documentation related to the $10,800 payment and related letter from McGladrey sent to the IRS asking that all penalties related to the 2003 payroll withholdings issues be abated. She said that due to the urgent need to respond, Ms. Wiley (on behalf of the Board) and Ms. Sah (on behalf of the Panel) approved remittance of the check to the IRS.

She reminded the Panel that all payroll withholdings issues for the 2002 tax year had been resolved.

Ms. Sah announced that there would be no executive session at that time.

ADJOURNMENT
Motion to adjourn was made at 5:45 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
Tuesday, May 3, 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order
2. Roll Call
3. Introduction of new Panel member
4. Approval of Minutes (of April 5, 2005 meeting)
5. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts and agreements)
   b. Special Panel meeting (second planning session)
   c. 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
TUESDAY, MAY 3, 2005
REGULAR MEETING
5:00 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 5:00 P.M.

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

Mary Kane was not present at this time. With a quorum present, the meeting continued.
Mary Kane joined the meeting later.

Also present were:
  Cynthia Sah – RSM McGladrey (Financial Administrator)
  Debbie Vespa, Carl Holman – ISBE
  Derek Wise, Board President
  Janet Wiley – member of the Board
  Dr. Hagan - District

INTRODUCTION OF NEW PANEL MEMBER
Rudy Wilson announced that Mike Blacharczyk had resigned from the Panel. He said that the State Superintendent had appointed Jed Deets as his replacement as of April 20, 2005. He thanked Mr. Blacharczyk for his contribution as Panel member. He welcomed Dr. Deets and introduced him as having been the former Regional Superintendent of St. Clair County and recently retired as Superintendent of Cahokia School District 187.

APPROVAL OF MINUTES OF THE APRIL 5, 2005 MEETING
Motion to approve the minutes of the regular meeting of April 5, 2005 was made by Jed Deets. Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
  Jed Deets          Yes
  Rudy Wilson        Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes
May 3, 2005

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their April 21, 2005 meeting (Section I.A).

Motion to approve item I.A (the April Paid Payable List of $44,504.96, and $95,626.62 and April Open Payable List of $9,668.54; additional pay in the amount of $5,675.00 and May estimated payroll) as presented was made by Jed Deets.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
    Jed Deets       Yes
    Rudy Wilson    Yes
Unanimously passed by roll call vote.

Under II.A, Ms. Sah announced that the District Board had accepted the retirement letter of Dr. Hagan and indicated that this did not represent a disbursement and therefore did not need Panel approval. Dr. Wilson thanked Dr. Hagan for her service to the District and wished her well in her future endeavors.

Under II.B and II.C, Ms. Sah mentioned that the Board authorized payment for unused vacation and sick days for Dr. Hagan and payment for previous services rendered by Regina Mouton.

Motion to approve item II.B and II.C (authorization of payment to Dr. Hagan for 13 unused vacation days in the amount of $4,758.00 and 10 unused sick days in the amount of $3,650.00 and authorization of payment of $1,143.28 to Regina Mouton for work performed completing high school transcripts in summer of 2004) as presented was made by Jed Deets.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
    Jed Deets       Yes
    Rudy Wilson    Yes
Unanimously passed by roll call vote.

Under II.D, Ms. Sah announced that the District was considering the creation of a Superintendent’s Secretary position but that this did not require yet Panel action as this would come under the FY2006 budget and was not yet being filled.

Under II.E, Ms. Sah announced that the District authorized the taking of legal action to collect money owed to the District by a former employee.

Motion to approve item II.E (authorization of filing of lawsuit to collect money owed to District by former employee) as presented was made by Rudy Wilson.
Seconded by Jed Deets.
A roll call vote was taken and the results are as follows:
    Jed Deets       Yes
    Rudy Wilson    Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes  
May 3, 2005

Mary Kane joined the meeting at this juncture.

At this point, Ms. Wiley asked that the Panel act upon the purchase of a lawnmower for the District. Mr. Deets and Ms. Kane wanted to know whether the current lawn mower was not working. The Panel members had other questions regarding the request. Mr. Wise said that the Board had not yet acted upon this matter. Dr. Wilson replied that the Panel would not consider an item that had not yet been approved by the Board.

Ms. Sah announced that there would be no executive session at that time.

ADJOURNMENT
Motion to adjourn was made at 5:48 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, June 8, 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of May 3, 2005 meeting)

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

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

6. Adjournment
CALL TO ORDER
Mary Kane called the meeting to order at 5:00 P.M.

ROLL CALL
Present were:
   Jed Deets, member
   Mary Kane, member

Rudy Wilson was not present. With a quorum present, the meeting continued.
Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Debbie Vesta (who initially attended via telephone conference call), Carl Holman – ISBE
   Mr. Sessions, Mr. Hill - Board members

APPROVAL OF MINUTES OF THE MAY 3, 2005 MEETING
Motion to approve the minutes of the regular meeting of May 3, 2005 was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets        Yes
   Mary Kane        Yes
Unanimously passed by roll call vote.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their May 26, 2005 meeting
(Section I.A).

Motion to approve item I.A (the May Payable List of $131,933.73, additional pay in the amount
of $937.50 and June estimated payroll) as presented was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets        Yes
   Mary Kane        Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes
June 8, 2005

Ms. Sah then read out the other items up for Panel action under Finance I.B and I.C. Mr. Deets asked about the “Impact Aid” that would reimburse Venice for part of the tuition costs for students enrolled in the Charter School. Ms. Vespa replied that this was a transition grant that would go on for 3 years on a gradually reducing level.

Motion to approve item I.B (payment for Charter School tuition bill in the amount of $90,856.50 for 51 students with related reimbursement from Charter school of $12,750 for a net payment of $78,106.50) as presented was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets   Yes
   Mary Kane   Yes
Unanimously passed by roll call vote.

Motion to approve item I.C (transfer of title of Drivers Ed car, a 1991 Ford, to Charter School) as presented was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets   Yes
   Mary Kane   Yes
Unanimously passed by roll call vote.

Under II.A, Ms. Sah announced that the District Board had approved the engagement of Richard Basden to undertake a Superintendent search.

Motion to approve item II.A (Superintendent search to be undertaken by Richard Basden at an estimated cost of $2,000) as presented was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets   Yes
   Mary Kane   Yes
Unanimously passed by roll call vote.

Under II.B, Ms. Sah said that the Board authorized the Superintendent to hire 3 consultants as mentors to be paid out of the new DHHS grant of $40,000. Dr. Deets asked whether all of the grant funds would be spent on the consultants. Ms. Sah said that only part of the grant funds would be used for compensation. Dr. Deets expressed concern and requested that additional supporting documentation be provided to the Financial Administrator for review. Ms. Kane agreed.
Panel Meeting Minutes
June 8, 2005

Motion to table item II.B as presented and authorize the Financial Administrator to approve on behalf of the Panel the hire of 3 consultants upon review of supporting documentation was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets    Yes
   Mary Kane    Yes
Unanimously passed by roll call vote.

Under II.C, Dr. Deets indicated that his approval would be based on receipt of supporting documentation and that the supporting documentation was sufficient. Ms. Sah said that the District had submitted the paperwork to TRS and was awaiting the invoice for employer contribution.

Motion to approved II.C, acceptance of retirement letters from Ms. Mullins, Ms. Shaw (ERO), Ms. Welch (ERO) and Ms. Ninnis (ERO), as presented and predicated on sufficient supporting documentation was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets    Yes
   Mary Kane    Yes
Unanimously passed by roll call vote.

Under II.D, Dr. Deets and Ms. Kane expressed concern that the personnel recalled not only be the most senior but also be properly certified and qualified to teach in elementary or Middle School.

Motion to approve item II.D (authorization to recall next 4 most senior teachers to replace the 4 individuals retiring) as presented and predicated on the personnel having proper certification and qualification to teach in elementary or Middle school) was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets    Yes
   Mary Kane    Yes
Unanimously passed by roll call vote.

Regarding item II.E, Ms. Sah indicated that this action was taken with legal counsel approval. She indicated that the Superintendent did not recommend payment but that this action was taken as a risk containment measure since no written documentation was given to the employee indicating an infraction at the time she was sent home.
Panel Meeting Minutes
June 8, 2005

Motion to approve item II.E (payment of 6 hours of work to Lisa Williams) was made by Jed Deets. 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>Jed Deets</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 read out the additional items for information. Related to the appointment of a MISSVICX representative, Dr. Deets recommended that the Board designate the Superintendent as alternate to attend the MISSVIC meetings.

Ms. Sah also informed the Panel about the proposed Panel meeting calendar.

Motion to approve the Panel meeting calendar as presented was made by Jed Deets. 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>Jed Deets</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel, and possible litigation was made by Jed Deets at 6:20 P.M.
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>Jed Deets</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Mary Kane at 6:30 P.M.
Seconded by Jed Deets.
Unanimously passed by voice vote.

ADJOURNMENT
Motion to adjourn was made at 6:30 P.M. by Mary Kane.
Seconded by Jed Deets.
Unanimously passed by voice vote.
Memorandum

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

From: Jim Tapscott/Cynthia Sah

Date: June 8, 2005 (Final)

Subject: Summary of Panel actions related to Venice CUSD #3 Board actions at the May 26, 2005 Board Meeting

I. Finance
   A. Approval of May Paid Payable List of $131,933.73 and additional pay of $937.50 as listed in attached and June estimated payroll
      FA Recommendation: Approve as presented
      Panel Action: Approved
   
   FA Note: Market value of vehicle not known
   FA Recommendation: Approve as presented
   Panel Action: Approved

   B. Approval of payment for Charter School tuition bill in the amount of $90,856.50 for 51 students and related reimbursement from Charter school of $12,750 (that nets to a payable of $78,106.50)
      FA Recommendation: Approve as presented
      Panel Action: Approved

II. Personnel and related matters
   A. Approval of Superintendent search to be undertaken by Richard Basden (FA Note: estimated cost of $1,850 plus $150 expenses not yet formally approved by Board)
      Panel Action: Approved
   
      B. Authorization to hire 3 consultants to work as mentors to be paid out of the new $40,000 DHHS grant (funds already received and need to be spent by June 30, 2005)
      FA Note: Work is to be coordinated with Summer Bridges program
      Panel Action: Tabled and authorized the Financial Administrator to approve on behalf of Panel after receipt of supporting documentation
      FA Note: Subsequently approved by Financial Administrator on behalf of Panel upon receipt of supporting documentation see attached budget
      Panel Action: Approved
   
      C. Acceptance of retirement letters from Ms. Mullins, Ms. Shaw (ERO), Ms. Welch (ERO) and Ms. Ninnis (ERO)
      Panel Action: Approved
   
      D. Recall of next 4 most senior teachers to replace the 4 individuals retiring
      Panel Action: Approved
   
      E. Payment of 6 hours of work to Lisa Williams
      FA Note: See discussion in minutes
      Panel Action: Approved
Panel Meeting Minutes
June 8, 2005

III. Other matters (For information only)
   A. Appointment of Board Committees
   B. Appointment of Region I Board representative
   C. Appointment of MISSVIC representative
   D. Adoption of School Calendar

IV. Other Panel action
   A. Approval of Panel meeting calendar (see attached)

PANEL MEETING SCHEDULE
(At 5:00 PM, the first Tuesday of every month)

July 5, 2005
August 2, 2005
September 6, 2005
October 4, 2005
November 1, 2005
December 6, 2005
January 3, 2006
February 7, 2006
March 7, 2006
April 4, 2006
May 2, 2006
June 6, 2006
To: Board Members & Oversight Panel

Here are the employees who need board & panel approval for additional pay.

<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
<th>Organization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Betty Cunningham</td>
<td>150.50</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Janet Nolan</td>
<td>150.00</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Virginia Blackburn</td>
<td>75.00</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Ann Mullins</td>
<td>150.00</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Vanee Williams</td>
<td>75.00</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Mary Shaw</td>
<td>37.50</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Ida Buckels</td>
<td>75.00</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Ruth Welch</td>
<td>37.50</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Annie Prymer</td>
<td>112.50</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Barbara Gaiter</td>
<td>37.50</td>
<td>Alliance for Achievement</td>
</tr>
<tr>
<td>Laverne Rice</td>
<td>37.50</td>
<td>Alliance for Achievement</td>
</tr>
</tbody>
</table>

**Total** $937.50

All of the amounts above are to be paid out of grant funds.
Panel Meeting Minutes
June 8, 2005

VENICE SCHOOL DISTRICT NO. 3
DHHS GRANT BUDGET
For year ended June 30, 2005

Source: Grant budget provided by Dr. Hagan and submitted to DHHS

Equipment: 4 new computers purchased to provide
data collection and student utilization @ $1,500 per unit
$ 6,000.00

Mentors (as consultants not employees of District)
Regina Mouton 5,000.00
Virginia Blackburn 5,000.00
Vanee Williams 4,000.00
To be designated 4,500.00
18,500.00

Motivational speakers
4,000.00

Incentives and Recognition for students (Certificates,
trophies, rewards which will include field trips and related
transportation and food costs)
4,000.00

Character education (books and workbooks, supplies
and materials)
6,000.00

Contingency
1,500.00

Total
$ 40,000.00

For the field trips, per Dr. Hagan the following were the scheduled
field trips to be undertaken after summer school hours
Costs include students and teacher/staff

<table>
<thead>
<tr>
<th></th>
<th>Estimated # attending</th>
<th>Cost per person</th>
<th>Estimated cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Protection</td>
<td>June 13, 2005</td>
<td>32</td>
<td>$1,287.00</td>
</tr>
<tr>
<td>SIUE Bowling</td>
<td>June 15, 2005</td>
<td>41</td>
<td>$4.00</td>
</tr>
<tr>
<td>Magic House</td>
<td>June 22, 2005</td>
<td>48</td>
<td>$6.00</td>
</tr>
<tr>
<td>Tri-City Skate</td>
<td>June 24, 2005</td>
<td>48</td>
<td>$4.75</td>
</tr>
<tr>
<td>City Museum</td>
<td>June 27, 2005</td>
<td>48</td>
<td>$11.00</td>
</tr>
<tr>
<td>Collinsville Family Fun</td>
<td>June 29, 2005</td>
<td>48</td>
<td>$24.45</td>
</tr>
<tr>
<td>Six Flags Tickets</td>
<td>June 30, 2005</td>
<td>47</td>
<td>$28.02</td>
</tr>
<tr>
<td>Awards (trophies, plaques, ribbons, cake &amp; punch)</td>
<td>June 30, 2005</td>
<td>47</td>
<td>$28.02</td>
</tr>
</tbody>
</table>

$ 4,000.

Criteria for inclusion: no more than 3 summer school days missed; punctual to class, appropriate behavior,
academic improvement
Incentive awards include perfect attendance, most improved, good citizenship, most determined.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Regular Meeting
Tuesday, July 5, 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of June 8, 2005 meeting)

4. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts and agreements)
   b. RSM McGladrey Financial Administration contract
   c. Panel FY2006 budget
   d. Special working session on FY2006 budget
   e. Other

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

6. Adjournment
Panel Meeting Minutes
July 5, 2005

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, JULY 5, 2005
REGULAR MEETING
5:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:05 P.M.

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

Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Debbie Vespa – ISBE (initially attending via telephone conference call)

APPROVAL OF MINUTES OF THE JUNE 8, 2005 MEETING
Motion to approve the minutes of the regular meeting of June 8, 2005 was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets       Yes
   Mary Kane       Yes
   Rudy Wilson     Yes
Unanimously passed by roll call vote.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their June 30, 2005 meeting
(Section I.A).

Motion to approve item I.A (the June Paid Payable List of $260,210.22, additional pay in the amount
of $5,050.00 see attached and July estimated payroll) as presented was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets       Yes
   Mary Kane       Yes
   Rudy Wilson     Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes
July 5, 2005

Ms. Sah informed the Panel that an additional Paid Payable list was generated after the Board packet had been sent out. These represented payments under previously approved contracts or emergency disbursements. She said that she had looked those over and agreed that they needed to be sent out. She said that the Board and Panel would formally approve these at their next regular meetings. She then read out the other items up for Panel action under Finance I.B through I.D. Regarding item I.B, Dr. Wilson stressed that the District needed to provide the entire administration team to consider instead of having an interim arrangement.

Motion to reject item I.B, contract for consulting services with Richard Basden, in the amount of $300 per day for 15 days as presented was made by Jed Deets. 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>Jed Deets</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.

Regarding item I.C, Ms. Sah said that the Bank of Edwardsville had informed the District that the Bank had a safe deposit box designated for the District but that no one knew what was inside. The Bank told the District that the Board had to designate a person authorized to have the deposit box opened.

Motion to approve item I.C (authorization to designate Albert Sessions to have access to safe deposit box at Bank of Edwardsville) as presented was made by Jed Deets. 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>Jed Deets</td>
<td>Yes</td>
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<tr>
<td>Mary Kane</td>
<td>Yes</td>
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<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
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</table>

Unanimously passed by roll call vote.

Regarding item I.D, Dr. Wilson opined that this matter needed to be decided upon by the new Superintendent when hired.

Motion to table item I.D, renewal of contract with Academic Development Institute, Inc. to continue third year of implementing Alliance for Achievement Model and be paid $37,000 out of a grant of $50,000, as presented was made by Jed Deets. Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:

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<tr>
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<tbody>
<tr>
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<td>Yes</td>
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</tbody>
</table>

Unanimously passed by roll call vote.
Panel Meeting Minutes
July 5, 2005

Under III (Other Matters), Ms. Sah informed the Panel that the RSM McGladrey contract for Financial Administration was up for approval along with the FY2006 Panel budget. She also said that the Board had requested that the Panel extend the contract of RSM McGladrey for another month. She said that after initial discussion with Mr. Woods regarding his availability, she recommended that the outsourcing contract be extended for only half a month. She said that this arrangement was already incorporated into the Panel budget.

Motion to approve item III.A (extension of Financial Administration contract with RSM McGladrey) for another year was made by Jed Deets. Seconded by Mary Kane. A roll call vote was taken and the results are as follows:

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

Unanimously passed by roll call vote.

Motion to approve item III.B, Panel budget for FY2006 at $60,000, was made by Jed Deets. Seconded by Mary Kane. A roll call vote was taken and the results are as follows:

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

Unanimously passed by roll call vote.

Motion to approve III.C, extension of outsourcing contract with RSM McGladrey for another half month in the amount of $3,333 was made by Jed Deets. Seconded by Mary Kane. 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>
<td>Yes</td>
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</tbody>
</table>

Unanimously passed by roll call vote.

At this point, Jed Deets suggested hiring a Part-time Superintendent for 120 days. He said that he knew of one District that hired a Part-time Superintendent for a 3-year contract. He said that the ISBE had not indicated that there was a problem so he thought this arrangement might work out. The Panel members agreed that having a full-time Principal would mitigate the Superintendent being part-time. Dr. Deets also said that he knew of several Superintendents who have recently retired and have strong financial backgrounds and who might consider Venice. He named a few. Ms. Kane also indicated that she knew of one person. The Panel members indicated that they knew one or more of the individuals mentioned. Ms. Vespa offered to coordinate getting in touch with these individuals to see if they would be interested in the position at Venice. Ms. Sah said it would be convenient if the individuals could be contacted in time for the Board to interview them at their July meeting.
Panel Meeting Minutes
July 5, 2005

ADJOURNMENT
Motion to adjourn was made at 6:15 P.M. by Mary Kane.
Seconded by Jed Deets.
Unanimously passed by voice vote.
FINANCIAL OVERSIGHT PANEL
FOR VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3

AGENDA

Special Meeting
Thursday, July 21, 2005 cancelled
And rescheduled for
July 22, 2005
(via telephone conference call)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
1:00 P.M.

1. Call to Order
2. Roll Call
3. Executive session – In accordance with 5ILCS 120 for Employment
4. New Business-
   a. Action on items approved by Board of Education - (personnel actions,
      Board actions on contracts and agreements)
   b. Other
5. Adjournment
AGENDA

Special Meeting
Thursday, July 21, 2005
(via telephone conference call)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order

2. Roll Call

3. Executive session – In accordance with 5ILCS 120 for Employment

At this point, meeting is to be adjourned and re-convened during part of Board of Education regular meeting that starts at 6:00PM

4. New Business-
   a. Action on items approved by Board of Education - (personnel actions, Board actions on contracts and agreements)
   b. Other

5. Adjournment
Panel Meeting Minutes
July 22, 2005

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
FRIDAY, JULY 22, 2005
SPECIAL MEETING
(via telephone conference call)
11:00 A.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 11:05 A.M.

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

Jed Deets was not present at roll call but joined the meeting during executive session. With a quorum present, the meeting continued.
Also present were:
  Cynthia Sah – RSM McHade (Financial Administrator)
  Carl Holman – ISBE
  Debbie Vespa – ISBE (via telephone conference call)
  Derek Wise – District joined the meeting during executive session (via telephone conference call)

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel was made by Mary Kane at 11:07 A.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.

RESUMPTION
Motion to reconvene was made by Mary Kane at 11:25 A.M.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
  Jed Deets  Yes
  Mary Kane  Yes
  Rudy Wilson  Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes
July 22, 2005

NEW BUSINESS
Motion to approve the employment of Jim Baiter as part-time Superintendent at $416.66 per day for 120 days for an annual total of $50,000 and Beverly Young as full-time Principal at an annual salary of $65,000 plus benefits at a maximum of $5,000 was made by Jed Deets. 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. Vespa asked whether Mr. Woods had been working since July 18. Ms. Sah said yes, at the verbal request of the District because there was no one to staff the Business Office after the RSM McGladrey contract ended. She said that she had requested Mr. Woods to be available until the next Panel meeting on August 2.

Motion to approve to contract out for services of Robert Woods for a half month after July 15, 2005 for the amount of $3,333.50 was made by Mark Kane. Seconded by Jed Deets.
A roll call vote was taken and the results are as follows:

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</table>

Unanimously passed by roll call vote.

Ms. Vespa requested Ms. Sah to check that three tuition payments had been made to the Charter School. She also asked that the Panel meet for a planning session with 2 Board members and the new Superintendent and Principal. She tentatively suggested August 4. Ms. Sah asked the Panel members to inform her about their availability.

ADJOURNMENT
Motion to adjourn was made at 11:45 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
Tuesday, August 2, 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of July 5 and July 22, 2005 meetings)

4. New Business-
   a. Action on items approved by Board of Education (bills to pay,
      payroll, personnel actions, Board actions on contracts and agreements)
   b. Planning session
   c. Consideration and adoption of Financial Oversight Panel FY06
      Budget
   d. Other

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

6. Adjournment
Panel Meeting Minutes
August 2, 2005

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, AUGUST 2, 2005
REGULAR MEETING
5:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:10 P.M.

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

With a quorum present, the meeting continued.

Also present were:
Cynthia Sah – RSM McGladrey (Financial Administrator)
Debbie Vespa – ISBE (initially attending via telephone conference call)

APPROVAL OF MINUTES OF THE JULY 5 AND 22, 2005 MEETINGS
Motion to approve the minutes of the regular meeting of July 5, 2005 and the July 22, 2005 special meeting 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.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their July 21, 2005 meeting (Section I.A).

Motion to approve item I.A (the July Paid Payable List of $11,053.97, additional June Paid Payable List of $74,743.97 and August 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:
Mary Kane      Yes
Rudy Wilson    Yes
Unanimously passed by roll call vote.
Panel Meeting Minutes
August 2, 2005

Motion to approve item I.B, payment to Illinois State Board of Education for annual debt service on the Emergency Financial Assistance Loan in the amount of $29,033.55 as presented was made by Rudy Wilson.
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.

Regarding item I.C, Ms. Sah said that the District should no longer be responsible for the auto insurance because ownership of the Drivers Ed vehicle was no longer with the District. Mary Kane said that Harry Briggs should be informed that the Charter School would have to pay the auto insurance.

Motion to approve item I.C (payment to Arthur J. Gallagher Risk Management Services, Inc. for one half of annual assessment as MISSVIC insurance pool member in the amount of $37,903.00 with a revision to remove the charge for auto insurance) as presented 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.

Motion to approve item I.D, acceptance of Auditor’s Report for FY2004, as presented was made by Rudy Wilson.
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.

Regarding item I.E, Ms. Sah reminded the Panel that this was a previously tabled item. She said that discussion with the Superintendent and Principal indicated their approval to continue the existing teacher training program, which was a component of the District’s (ISBE-approved) School Improvement Plan.

Motion to approve item I.E, renewal of contract with Academic Development Institute, Inc. to continue third year of implementing Alliance for Achievement Model and be paid $37,000 out of a grant of $50,000 (contingent on receipt of grant funds), as presented 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.
Under III (Other Matters), Ms. Sah said that the District had to select the type of account to hold the tax escrow receipts related to the 2004 Working Cash bonds.

Ms. Sah reminded everyone of the August 4, 2005 meeting planning session. Mr. Wilson said that funding issues for the FY2006 school year would be discussed.

Mr. Wilson welcomed Ms. Young. Ms. Young reported that Mr. Baiter wanted to be present but that he had a family emergency to attend to. She also reported that in view of recent retirements, the District had sent recall letters to the next senior teachers. She said that they were still awaiting responses. Mary Kane suggested that deadlines for responses. Mr. Wilson suggested that letters be sent out certified to ensure documentation.

Ms. Young also reported that they had been very busy cleaning out the elementary building. She was centralizing the location of all District school supplies and materials and taking inventory. She said that discussions with Mr. Baiter indicated they wanted to regain use of the condemned annex in order to make more efficient the use of facilities and hopefully reduce utility costs. She was concerned that there was a need to provide air-conditioning to make classrooms usable. She said they were obtaining estimates of costs to fix the annex roof.

**EXECUTIVE SESSION**

Motion to go into executive session to discuss personnel was made by Mary Kane at 5:35 P.M. Seconded by Rudy Wilson.

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

Mary Kane  
Rudy Wilson  

Unanimously passed by roll call vote.

**RESUMPTION**

Motion to reconvene was made by Mary Kane at 5:55 P.M. Seconded by Rudy Wilson.

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

Mary Kane  
Rudy Wilson  

Unanimously passed by roll call vote.
Panel Meeting Minutes
August 2, 2005

NEW BUSINESS (continued)
Motion to approve the employment of Jim Baiter as Superintendent and Beverly Young as Principal with revisions to the proposed contracts as discussed in executive session was made by Rudy Wilson.
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.

ADJOURNMENT
Motion to adjourn was made at 6:00 P.M. by Mary Kane.
Seconded by Rudy Wilson.
Unanimously passed by voice vote.
AGENDA

Special Meeting (Planning session)
Thursday, August 4, 2005
Madison County Regional Office of Education
157 N. Main St. Suite 438
Edwardsville, IL 62025
5:00 P.M.

Note: This is a planning session: no actions will be taken by the Panel.

1. Call to Order

2. Roll Call

3. Planning session
   ■ Report from Financial Administrator
   ■ Other discussion

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

5. Adjournment
MINUTES OF MEETING  
FINANCIAL OVERSIGHT PANEL FOR  
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3  
THURSDAY, AUGUST 4, 2005  
SPECIAL MEETING  
5:00 P.M.

Note: This meeting was held at the Madison County Regional Office of Education.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:15 P.M.

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

With a quorum present, the meeting continued.

Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Debbie Vespa, Carl Homan – ISBE
   Jim Baiter, Beverly Young – District management
   Derek Wise, Ms. Love – District Board
   Harry Briggs, Cullen Cullen - ROE

PLANNING SESSION
Ms. Sah briefed the Panel on the latest revised version of the budget (see Attachment 1) with a surplus of $81,302 for the operating funds (Educational, Operations & Maintenance, Transportation and Working Cash). There was a $130,426 surplus across all funds. The budget assumptions are in Attachment 2.

Mr. Holman questioned the General State Aid projections and indicated that there should be a $60,000 downward adjustment. Ms. Sah mentioned that not all grant revenues were included – just those for which grant funding has been ascertained to be available. Mr. Holman said other grants might be added as confirmations from funding entities are received.

She noted that there would be a combination of grades 1 and 2, 3 and 4, 5 and 6, 7 and 8. There would be one Kindergarten class. They teachers would be supplemented by teacher aides and there were 4 budgeted for, using Title I grant. A PE teacher was also budgeted. In addition, provisions for Special Ed outsourcing and Reading Coach outsourcing were made.

Mr. Baiter and Ms. Young said that a number of teachers who had been recalled indicated that
they might not stay. Ms. Sah said that this might leave room for additional funds for needed teachers since those next in seniority would have lower salaries than currently budgeted.

Ms. Sah said that the Title I grant application had to be revised to meet the new needs of the District. Ms. Vespa offered the assistance of ISBE in this area.

Regarding the purchase of office supplies, Mr. Wise reported that he had ordered a halt to purchases. Ms. Young reported that the centralization of supplies and materials was being completed. She said that this would assist them in determining whether any more supplies were really needed.

Ms. Love strongly expressed her concern for the Special Education needs of the District. She said that the Board members wanted to provide whatever the students needed. She said that such needs were not previously met and she believed that outsourcing might not be adequate.

Ms. Vespa recommended that the estimates for other professional services needed to be reviewed in detail. She believed that tighter projections might yield additional funding for the needs mentioned by Mr. Baiter, Ms. Young and Ms. Love.

Ms. Sah said that District management needed to decide how they wanted to configure the Business Office. She said there were provisions for part-time personnel and a Superintendent’s assistant who would have more technical skills than secretarial.

Mr. Baiter brought up the need to fix the annex roof. Mr. Wise said that it was the plan of the Board to re-use the annex and close down more parts of the elementary building. He said that the savings on heating/cooling from this strategy would balance the costs of rebuilding. Ms. Young agreed that this would bring the classrooms to be used closer to each other and easier to monitor. Ms. Sah reported that they had about $60,000 total of capital outlay resources from the Ed and O & M funds. She said that these could be used for the annex roof repair. She warned that hardly anything else was left for repairs and maintenance.

Regarding tuition, Ms. Sah said that the budget had high school tuition for 64 Charter school students and 6 East St. Louis students. She pointed out that with the most recent AFR, the per-capita tuition cost was expected to be lower than in the previous year. In addition, they had budgeted for previous year levels of special education out-of-District tuition.

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel was made by Mary Kane at 6:45 P.M. 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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<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
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Unanimously passed by roll call vote.
Panel Meeting Minutes
August 4, 2005

RESUMPTION
Motion to reconvene was made by Mary Kane at 7:40 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 7:43 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
Tuesday, September 6, 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of August 2 and August 4, 2005 meetings)

4. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts and agreements)
   b. Food service Intergovernmental agreement
   c. FY2006 budget – status report
   d. Other

5. Report from the Superintendent

6. Report from the Principal

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

8. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, SEPTEMBER 6, 2005
REGULAR MEETING
5:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:05 P.M.

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

Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Debbie Vesta, Carl Holman – ISBE
   Jim Baiter, Beverly Young – District administration

APPROVAL OF MINUTES OF THE AUGUST 2, AND AUGUST 4, 2005, MEETINGS
Motion to approve the minutes of the regular meeting of August 2, 2005 and the August 4, 2005 special meeting was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets       Yes
   Mary Kane       Yes
   Rudy Wilson     Yes
Unanimously passed by roll call vote.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their August 25, 2005 meeting (Section I.A).

Motion to approve item I.A (the August Paid Payable List of $198,421.40, and September estimated payroll) as presented was made by Mary Kane.
Seconded by Jed Deets.
A roll call vote was taken and the results are as follows:
   Jed Deets       Yes
   Mary Kane       Yes
   Rudy Wilson     Yes
Unanimously passed by roll call vote.
Regarding item I.B, Mr. Baiter said that the meal rates and terms approved by the Board were revised but that it was recommendation to accept them. Dr. Wilson advised Mr. Baiter to get confirmation from his Board that they approve of the revised terms.

Motion to approve item I.B, (Food Service Intergovernmental Agreement with Brooklyn School District #188 for meals provided by ARAMARK at the following rates: Breakfast - $1.15; Lunch $1.45 and Extra Milk $0.25 plus $50 management fee per day lunch is served) pending Board approval of changes as presented was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
   Jed Deets      Yes
   Mary Kane      Yes
   Rudy Wilson    Yes
Unanimously passed by roll call vote.

At this point, the Panel decided to move to the next items in the agenda and deferred action on personnel matters until after executive session.

EXECUTIVE SESSION
Motion to go into executive session to discuss personnel was made by Mary Kane at 5:30 P.M.
Seconded by Rudy Wilson.
A roll call vote was taken and the results are as follows:
   Jed Deets      Yes
   Mary Kane      Yes
   Rudy Wilson    Yes
Unanimously passed by roll call vote.

RESUMPTION
Motion to reconvene was made by Mary Kane at 6:20 P.M.
Seconded by Jed Deets.
A roll call vote was taken and the results are as follows:
   Jed Deets      Yes
   Mary Kane      Yes
   Rudy Wilson    Yes
Unanimously passed by roll call vote.

NEW BUSINESS (Continued)
Ms. Sah then read out the Board actions under II. Personnel and related matters. Ms. Kane suggested that they take action first on II.B before II.A or II.C.

Motion to approve II.B, (acceptance of resignation of the following certificated personnel as of dates indicated: Ida Buckles (August 3, 2005); Vandelena Lee (July 20, 2005); Annie Prymer (August 10, 2005); Laverne Rice (August 19, 2005)) was made by Mary Kane.
Seconded by Jed Deets.
Panel Meeting Minutes
September 6, 2005

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

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Unanimously passed by roll call vote.

Motion to approve item II.A, (employment through recall of the following certificated personnel for FY2005-2006 School Year: Barbara Gaiter, Janet Nolan, Kim Stuby as of September 1, 2005) and II.C, (employment through recall of the following educational support personnel: Kim Williams (August 17, 2005) for the position of Elementary Secretary and Lisa Williams for the position of Title I Clerk (August 22, 2005) as presented was made by Mary Kane.
Seconded by Jed Deets.

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

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

Unanimously passed by roll call vote.

Under III (Other Matters), Ms. Sah read out the items that were for information only. Dr. Wilson asked about the rejection by the Board of the tentative contract agreement with the service employees International Local #98. Mr. Baiter said that the Board did not agree to the union proposal and are back to re-negotiating with the union. Ms. Sah pointed out that since the Board did not approve any contract, there was nothing for the Panel to act on.

REPORT OF SUPERINTENDENT

Mr. Baiter reported that the District wanted to utilize the annex but that this would require that the roof be fixed. He found that architects had been previously consulted to determine what needed fixing and they estimated the costs to be around $90,000. He requested proposals from contractors and both were below the architects' estimates (between $40,000 to $60,000). He believed that the eventual costs could run between the $60,000 and $90,000 range. He said that before they pursued the roof repair, the Board wanted to check out the alternative of moving into the Lincoln Center and sharing the building with the Charter school. He opined that the Tech Center had enough space to accommodate both the District and Charter School population. He said that they would discuss this alternative with Harry Briggs and report back to the Panel.

Mr. Baiter reported that Charter School enrollment appeared lower than in prior year. Ms. Vespa asked how students were attending East St. Louis School District 189. Ms. Young said 8 Venice students attended ESL 189. Mr. Baiter said that it might take more time for actual enrollment to be determinable.

REPORT OF PRINCIPAL

Ms. Young reported that based on enrollment, the District would need 6 teachers (5 regular instruction teachers and one special education teacher). She said that she had the classrooms organized to be near each other but looked forward to either having the annex available for classrooms or moving into the Tech Center.
Panel Meeting Minutes  
September 6, 2005  

She also reported that she was also checking out on current arrangements related to copiers and telephones. She noted that the District had too many copiers and that not all might be working properly. She also noted that they had too many telephone lines. Ms. Sah expressed appreciation that someone was looking into that. The Panel members agreed.

**ADJOURNMENT**

Motion to adjourn was made at 6:45 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
Thursday, September 29, 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
6:00 P.M.

(Note: The Board meeting is also scheduled to start at 6:00PM. Panel meeting will start after the Board has taken action on the FY2006 budget and the finance, personnel, contractual items)

1. Call to Order
2. Roll Call
3. Approval of Minutes (of September 6, 2005 meeting)
4. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts and agreements)
   b. Action on FY2006 budget
   c. Other
5. Report from the Superintendent
6. Report from the Principal
7. Executive session – In accordance with 5ILCS 120 for Employment, collective bargaining and possible litigation
8. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
TUESDAY, SEPTEMBER 29, 2005
REGULAR MEETING
6:00 P.M.

Note: This meeting was held in conjunction with a Board of Education meeting also scheduled at the same date and time. The Board of Education began their meeting, took action on agenda items, and then recessed to allow the Panel to begin their meeting. The Panel members participated in discussion on the Board agenda items (that included the approval of the FY2006 District budget) during the Board’s meeting.

CALL TO ORDER
Rudy Wilson called the meeting to order at 7:30 P.M.

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

Also present were:
  Cynthia Sah – RSM McGladrey (Financial Administrator)
  Carl Holman – ISBE
  Jim Baiter, Beverly Young – District administration

APPROVAL OF MINUTES OF THE SEPTEMBER 6, 2005 MEETING
Motion to approve the minutes of the regular meeting of September 6, 2005 was made by Jed Deets.
Seconded by Mary Kane.
A roll call vote was taken and the results are as follows:
  Jed Deets    Yes
  Mary Kane    Yes
  Rudy Wilson  Yes
Unanimously passed by roll call vote.

NEW BUSINESS
Ms. Sah read out the actions under Personnel taken by the Board at their September 14, 2005 meeting (First Memo, Section I.A and B).
Motion to approve items I.A and B. of the First Memo (personnel items from the September 14, 2005 meeting of the Board of Education) was made by Mary Kane.
Seconded by Jed Deets.
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>Jed Deets</td>
<td>Yes</td>
</tr>
<tr>
<td>Mary Kane</td>
<td>Yes</td>
</tr>
<tr>
<td>Rudy Wilson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

Unanimously passed by roll call vote.

Ms. Sah read out the actions under Finance taken by the Board at their September 29, 2005 meeting (Second Memo, Section I.A through D). Ms. Sah noted that the disbursements included a check payable to TRS, which represented payment made via electronic transfer directly to TRS.

She then read out actions under Personnel taken by the Board at their September 29, 2005 meeting (Second Memo, items II.A through F.). She noted that item II. B. did not require any Panel action.

She then read out items approved by the Board at their September 29, 2005 meeting that were for information only.

Motion to approve the Second Memo, items I.A (September Paid Payable List of $215,744.94, and October estimated payroll) through I.E, II.A, II.C through II.F as presented was made by Jed Deets.
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>Jed Deets</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.

The Panel did not take action on item II.B of the Second Memo. The Panel also did not take action on items that were for information only.

Dr. Wilson commended the District on its efforts to develop their FY2006 budget (see attached). He noted the participation of Derek Wise, Ms. Love, Dr. Baiter, Ms. Young at strategy planning sessions with the Panel and ISBE representatives where the FY2006 budget was discussed extensively. He expressed appreciation for the Board’s cooperation with the Panel at putting together a financial plan for the District. Mr. Deets and Ms. Kane echoed Dr. Wilson’s comments.
Motion to approve the District's FY2006 budget was made by Mary Kane. Seconded by Jed Deets. A roll call vote was taken and the results are as follows:

- Jed Deets: Yes
- Mary Kane: Yes
- Rudy Wilson: Yes

Unanimously passed by roll call vote.

ADJOURNMENT

Motion to adjourn was made at 7:45 P.M. by Rudy Wilson. Seconded by Jed Deets. Unanimously passed by voice vote.
AGENDA

Regular Meeting
Wednesday, November 9, 2005
(This is a change in scheduled meeting date)
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order

2. Roll Call!

3. Approval of Minutes (of September 29, 2005 meeting)

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

5. Report from the Superintendent

6. Report from the Principal

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

8. Adjournment
MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL FOR
VENICE COMMUNITY UNIT SCHOOL DISTRICT NO. 3
WEDNESDAY, NOVEMBER 9, 2005
REGULAR MEETING
5:00 P.M.

CALL TO ORDER
Rudy Wilson called the meeting to order at 5:00 P.M.

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

Jed Deets, member, was absent. There was a quorum; the meeting continued.

Also present were:
   Cynthia Sah – RSM McGladrey (Financial Administrator)
   Jim Baiter, Beverly Young – District administration

APPROVAL OF MINUTES OF THE SEPTEMBER 29, 2005 MEETING
Motion to approve the minutes of the regular meeting of September 29, 2005 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.

NEW BUSINESS
Ms. Sah read out the actions under Finance taken by the Board at their October 27, 2005 meeting (Section I.A).

Motion to approve items I.A and I.B (the October Paid Payable List of $48,666.77, and November estimated payroll and the establishment of a Revolving Fund account) as presented 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.
Panel Meeting Minutes  
November 9, 2005

Ms. Sah the read out the items under Personnel taken by the Board at their October 17, 2005 meeting.

Motion to approve items II.A and II.B (employment of certain certificated personnel and of a part-time custodian) as presented 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.

Under III (Other Matters), Ms. Sah read out the items that were for information only.

Ms. Kane asked to be excused because she had another meeting to attend.

REPORT OF THE SUPERINTENDENT
Mr. Baiter informed the Panel that he had been informed by the Madison County Clerk's office that the Equalized Assessed Valuation would increase due to increase in AMEREN property assessed valuation. He said he would include this in his consideration of the preparation of the 2005 tax levy.

ADJOURNMENT
Motion to adjourn was made at 5:15 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
Tuesday, December 6, 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
5:00 P.M.

1. Call to Order

2. Roll Call

3. Approval of Minutes (of November 9, 2005 meeting)

4. New Business-
   a. Action on items approved by Board of Education (bills to pay, payroll, personnel actions, Board actions on contracts and agreements)
   b. Discussion of 2005 Tax levy
   c. Special Panel meeting – December 22, 2005 for action on 2005 tax levy
   d. Other

5. Report from the Superintendent

6. Report from the Principal

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

8. Adjournment
AGENDA

Special Meeting
(via telephone conference call)
Wednesday, December 21 2005
Board Room, Administration Center
700 Broadway, Venice, Ill 62090
6:30 P.M.

(Note: The Board meeting is scheduled to start at 6:00PM. The Board meeting will recess temporarily for the Panel meeting to start after the Board has taken action on the FY2005 tax levy.)

1. Call to Order

2. Roll Call

3. New Business-
   a. Action on the 2005 Tax levy
   b. Other

4. Adjournment