

**FINANCIAL OVERSIGHT PANEL (FOP)  
FOR EAST ST. LOUIS SCHOOL DISTRICT NO. 189  
Administration Building, 1005 State Street, East St. Louis, IL  
February 25, 2013**

**REGULAR MEETING MINUTES**

Chair Ranodore Foggs called the meeting to order at 9:35 a.m.

**Members Present**

Ranodore Foggs, Jerome Jackson, Linda Matkowski

**Members Absent**

Julia Huiskamp, Milton Wharton

**ISBE / District Staff Members Present**

Superintendent Arthur Culver, Deputy Superintendent Dorland Norris, Assistant Superintendent Beth Shepperd, Chief Financial Officer Adil Khan, Internal Auditor Nick Mance, ISBE Division Administrator for School Business Deb Vespa, ISBE Chief Financial Officer Robert Wolfe, and Regional Financial Consultant for ISBE Carl Holman.

**Approval of Minutes**

Member Jackson moved, with a second by Member Matkowski, to approve the January 28, 2013 FOP meeting minutes. The motion carried on voice vote.

Member Huiskamp joined the meeting at 9:36 a.m.

**District Construction Report**

An update on the construction projects, along with an assessment on the progress, was provided by ITTNER Project Manager Steve Raskin.

**Superintendent's Report**

Superintendent Culver shared good news. The District was awarded two grants (Illinois Mathematics & Science Partnership Program Summer Workshop/Institute Grant in the amount of \$160,000; Advanced Placement Classes-College & Career Success for All Students Grant in the amount of \$50,000).

Administration provided brief updates on the Race to the Top Conference in Springfield on January 30-31, 2013, IL 5Essential Survey for parents/students/teachers, implementation of the new teacher evaluation, IWEA results, PSAE, School Improvement Grant, and PBF cohort training.

### **District Finance Report/Financial Plan**

Internal Auditor Nick Mance provided an update on the following:

- Three scenarios/plans requested by the Joint Task Force Committee: 1) \$17 million in reductions with 80% GSA funding and no short-term loan; 2) \$9 million in reductions, \$9.8 million loan, with 80% GSA funding; and 3) 100% GSA funding with some reductions, \$6-\$9 million, with short-term loan)
- District's bond rating
- Completion of audit being performed by Baker Tilly
- Use of TIF funds
- Preparation/completion of financial plan to get District through FY14 (plan needs to show what can be done; including reductions)
- Obtaining short-term loan (\$9.8 million; working with Mary Kane, Stifel Nicolaus)

### **ISBE Report**

Deb Vespa spoke briefly regarding ongoing collaboration with the Business Office regarding the financial plan.

### **Executive Session**

Member Matkowski moved, with a second by Member Jackson, to convene into Executive Session in accordance with the Illinois Open Meetings Act (5 ILCS 120/2c) to consider employment matters 120/2/c/(1), collective bargaining matters 120/2/c/(2), property acquisition/lease/purchase 120/2/c/(5), price for sale or lease of property 120/2/c/(6), emergency security procedures 120/2/c/(8), litigation 120/2/c/(11), and discussion of closed session minutes 120/2/c/(21). The motion carried on voice vote.

The Panel convened into Executive Session at 11:45 p.m.

### **Open Session**

The Panel reconvened to Open Session at 1:20 p.m.

### **Consent Agenda from January 22, 2013 Board of Education Meeting**

Member Matkowski moved, with a second by Member Jackson, to approve Consent Agenda items 13.A. – 13.T., excluding 13.I. The motion carried on roll call. Ayes 4. Nays 0.

### Consent Agenda Items Approved

13.A. (Finance items, Parts A-I, Treasurer's Report, Board Bills, Payroll, Credit Card, School Construction, Wire Transfers, W/C Claims, Legal, Audit/Consulting, Overtime, Funded Program Claims, & Professional Services)

- 13.B. (District Construction Payments – February 8, 2013) Cost: \$978,619.54
- 13.C. (Personnel Committee Report & Addendums)
- 13.D. (Professional Development Requests & Addendum) Cost: \$83,695.28
- 13.E. (Field Trip Requests & Addendums) Cost: \$6,909
- 13.F. (Ameren Illinois Construction billing for re-location of gas service) Cost: \$12,898.33
- 13.G. (IPMG Claims Management Service for Claims Administrative Fee Audit) Cost: \$3,450
- 13.H. (Insurance Agreement with Warma Witter Kreisler Gregov & Associates, Inc., January 1, 2013 – December 31, 2013) Annual Compensation: \$60,000
- 13.J (Mance Leahy Group December Invoice for Internal Audit Services) Cost: \$12,600
- 13.K. (Mance Leahy Group January Invoice for Internal Audit Services) Cost: \$13,200
- 13.L. (SIUE Head Start Proposal for Installation of Access Control System on West Doors at Vivian Adams Early Learning Center)
- 13.M. (District’s Monthly Legal Fees) Cost: \$14,609.70
- 13.N. (Contract Agreement – Integrated Solutions for Consultant Training & Curriculum Work) Cost: \$1,600
- 13.O. (Haberman Foundation to Deliver Star Teacher & Principal Selection Training) Cost: \$18,000
- 13.P. (Use of Premise Requests)
- 13.Q. (Payment to AdvanceEd) Cost: \$1,383.17
- 13.R. (Math & Science Training with Cambridge Educational Services) Cost: \$3,495
- 13.S. (Supplemental Education Service Providers)
- 13.T. (Use of Premise Requests for Supplemental Education Service Providers)

13.I. Consideration of approval of JTC Transitional Center to lease the McHenry Building on 2700 Summitt Avenue beginning March 1, 2013 for a monthly lease amount of \$8,000

Member Matkowski moved, with a second by Member Jackson, to table the consideration of item 13.I. The motion to table carried on roll call. Ayes. 4 Nays 0.

**Action Agenda – from February 11 & 19, 2013 Board of Education Meeting**

14.A. Consideration of Approval of the High School Renovation Project Change Order Proposal for a Total Estimated Net Cost of \$65,083

Member Matkowski moved, with a second by Member Foggs, to approve the renovation project change order proposal at cost of \$65,083 based on credits to offset (omit glazing). The motion carried on roll call. Ayes 4. Nays 0.

14.B. Consideration of Approval of the Additional Service Fees Proposal from Ittner Architects for the Gymnasium Roof Design & Construction Observation for Total Cost of \$7,560

Member Matkowski moved, with a second by Member Jackson, to approve the additional service fees proposal at a cost of \$7,560 with Fund 90 as source of repayment. The motion carried on roll call. Ayes 4. Nays 0.

**14.C. Consideration of Approval of Resolution #021113 Tomorrow’s Builders YouthBuild Charter School Proposal Submitted by Emerson Park Development Corporation**

Member Matkowski moved, with a second by Member Foggs, to approve Resolution #021113 Tomorrow’s Builders YouthBuild Charter School Proposal submitted by Emerson Park Development Corporation for one year with a 75% per student tuition rate reimbursement. The motion carried on roll call. Ayes 4. Nays 0.

**Adjournment**

There being no further business, Member Foggs moved, with a second by Member Matkowski, to adjourn the meeting at 1:28 p.m. The motion carried on voice vote.