

**Financial Oversight Panel
For North Chicago District 187
MINUTES OF MEETING**

**Monday, June 18, 2012
Administrative Office Building,
2000 Lewis Avenue, North Chicago, Illinois
1:00 pm**

CALL TO ORDER:

Chairman David Agazzi called the meeting to order at 1:02 p.m.

ROLL CALL:

Present:

David Agazzi, Chairman; Evelyn Alexander, Member; Hornsby Kneeland, Member; Cheryl Crates, Member; Shaunese Teamer, Member

Also Present:

Deb Vespa, ISBE Division Administrator; Ben Martindale, ISBE Liaison; Mark Anderson, ISBE Consultant; Milton Thompson, District 187 Superintendent; Jim Weise, District 187 Assistant Superintendent of Business Operations and members of District 187 administrative team.

Those present introduced themselves.

COMMENTS FROM PUBLIC:

No comments were received.

SET MEETING DATES:

The meeting dates were set for the last Wednesday of each month at 1:00 p.m. For ADA access to the meetings they will be held in Studio 187 at the High School Building. The next FOP meeting is scheduled for next Wednesday, July 27, 2012 at 1:00 p.m.

DISCUSSION OF OPEN MEETING AND FREEDOM OF INFORMATION:

Open Meetings and Freedom of Information Act Booklets were passed out to each member. These booklets were obtained from the Attorney General's Office. A general overview of each was given by ISBE staff and Chairman Agazzi.

REVIEW DUTIES AND RESPONSIBILITIES:

The FOP was informed that they would be reviewing all financial aspects of the district and actions of the district board. They would be responsible for the final approval/denial/tabling of all such actions. Included in these responsibilities are (but not limited to): approval of the Financial Plan and Budget, tax levies, contracts, negotiations, hiring of personnel, monthly bills payable, payroll, etc.

SET BUDGET:

The budget of the FOP was discussed. A motion was made by Hornsby Kneeland and seconded by Evelyn Alexander to approve a budget of \$2,000 for travel. The motion carried 5-0. A letter will be drafted and submitted to the State Superintendent for ISBE approval. The budget will need to be amended upon the approval of the successful bidder for the Financial Administrator position.

PROCEDURES FOR HIRING AND EXPENDITURE APPROVAL:

The current District's procedures for hiring and approving expenditures were discussed. Discussions included: new positions should be discussed between the district administration and the FOP prior to advertising and that detailed reporting of all hires and personnel inventory need to be presented to the FOP for approval. The superintendent indicated that the administrative positions were where they should be. No new position should be required in FY 2013.

FINANCIAL CONDITION OF DISTRICT:

Superintendent Thompson with the assistance of the business manager and ISBE liaison, Ben Martindale, led the discussion of the district's financial condition. Discussed was the FY 2012 estimated deficits, projections for FY 2013, the funding of the charter school, and the Alternate Revenue Bonds. Copies of the AFR, Budget, projections, summary of the finances, and bonds agreement will be provided to the members at the next meeting. Further discussed was the poor record keeping and inaccuracies of the General State Aid claim and grants.

REPORT FROM DISTRICT:

The Superintendent reported that he and his administration will put together a full set of documents showing the history of the district for the FOP members. The Superintendent then reported on the academic status and progress of the district.

EXECUTIVE SESSION:

At 3:05 a motion was made by Cheryl Crates and seconded by Hornsby Kneeland to go into executive session. The motion carried 5-0

NEW & OTHER BUSINESS:

No other discussion or business was conducted.

ADJOURNMENT:

At 3:55 a motion to adjourn was made by Evelyn Alexander and seconded by Hornsby Kneeland to adjourn. The motion carried 5-0.

Minutes respectfully submitted by Mark Anderson