

**FINANCIAL OVERSIGHT PANEL
FOR PROVISO TOWNSHIP HIGH SCHOOL DISTRICT 209**

AGENDA

Regular Meeting and Executive Session

**Proviso Math & Science Academy
8601 Roosevelt Road
Forest Park, IL**

**Tuesday, January 22, 2013
1:00 PM**

1. Call to Order
2. Roll Call
3. Introduction of New FOP Board Member
4. Public Comments
5. Financial Administrator's Report **(Tab 1)**
6. Presentation of June 30, 2012 Audit:
 - a. Audited Financial Statements
 - b. ISBE Annual Financial Report
 - c. Auditor Communications to the Board and Management
7. Retire to Executive Session in accordance with 5 ILCS 120/2(c)(1) for the purpose of discussion of personnel and employment, 5 ILCS 120/2(c)(2) to discuss collective negotiations, 5 ILCS 120/2(c)(11) to discuss litigation, and 5 ILCS 120/2(c)(21) to discuss minutes of meetings lawfully closed under the Open Meetings Act for purposes of approval, and 5 ILCS 120/2(c)(28) to discuss internal control weaknesses as identified by the external auditor in accordance with generally accepted auditing standards.
8. Superintendent's Reports (for discussion only):
 - a. Upcoming Agenda Items
 - b. Curriculum, Instruction and Assessment Reports **(Tab 2)**
 - c. FOIA Report **(Tab 3)**

- d. Finance Reports:
 - i. Self-Funded Health Insurance Presentation **(Tab 4)**
 - ii. Graduation Venue Cost Analysis **(Tab 5)**
 - iii. Monthly Financial Reports **(Tab 6)**
- e. Capital and Construction Update **(Tab 7)**

9. Action Items:

- a. Approval of December 18, 2012, Regular Meeting Open Session Minutes **(Tab 8)**
- b. Bills payable for the month of December in the amount of \$2,607,067.82; December gross payrolls in the amount of \$2,645,316.21; and December student activity checks in the amount of \$25,620.02. **(Tab 9)**
- c. Attorney's Fees - no action necessary, included above
- d. Approval of Bank Signatories **(Tab 10)**
- e. Approval of FOP meeting calendar for 2013 **(Tab 11)**
- f. Final Version of Benchmarking Matrix **(Tab 12)**

10. Discussion Items:

- a. Financial Advisor Funding Options Update **(Tab 13)**
- b. Update on Financial Plan and Budget Timeline

11. Retire to Executive Session in accordance with 5 ILCS 120/2(c)(1) for the purpose of discussion of personnel and employment, 5 ILCS 120/2(c)(2) to discuss collective negotiations, 5 ILCS 120/2(c)(11) to discuss litigation, and 5 ILCS 120/2(c)(21) to discuss minutes of meetings lawfully closed under the Open Meetings Act for purposes of approval, and 5 ILCS 120/2(c)(28) to discuss internal control weaknesses as identified by the external auditor in accordance with generally accepted auditing standards.

12. Reconvene Regular Meeting

13. Public Comments

14. Action Items from Executive Session:

- a. Approval of December 18, 2012, Regular Meeting Executive Session Minutes
- b. Contracts/Bids:
 - i. Contract Ratification for the Proviso Custodial and Maintenance Union **(Tab 14)**
 - ii. Renewal of Superintendent's Contract
- c. Authorization for Hiring of Chief Financial Officer/Chief School Business Official
- d. Approval of January Personnel Reports **(Tab 15)**
 - i. Certified Staff
 - Employment
 - Terminations
 - iii. Non-Certified Staff
 - Employment
 - Terminations
 - iv. Other Employments
 - Stipends
 - v. Approved Leaves

15. Adjourn