

**MINUTES OF MEETING  
FINANCIAL OVERSIGHT PANEL  
PROVISO TOWNSHIP HIGH SCHOOL DISTRICT NO. 209  
JANUARY 27, 2009  
1:00 P.M.**

**CALL TO ORDER**

Chairman James Popernik called the meeting to order at 1:00 p.m.

**ROLL CALL**

Present:

James Popernik, Chairman  
James McEnroe, Member  
Craig Schilling, Member

Also present:

Debby Vespa, ISBE  
Kenya Austin, ISBE  
Dr. Nettie Collins-Hart, District Superintendent  
Althea Busby, Executive Assistant to Superintendent  
Dr. Nikita Johnson, Assistant Superintendent of Business Services  
Sharon Palmer, Director of Accounting  
Emanuel Chris Welch, School Board President

A motion was made to amend the agenda to add 5 ILCS 120/2(c)(11) Litigation for closed session and to amend the December payroll amount to \$2,703,808.01 from \$1,877,905.75.

All voted in favor to approve, no nays

Public Comment: None

The Superintendent made her report to the Financial Oversight Panel (FOP). In her report she discussed her recommendation and the school board's approval of the ENI contract for curriculum. ENI will be used to enhance the district's curriculum and the district will utilize department coordinators for the leadership of the program without an increase to their current salary. The district is seeking to obtain approval from the USDE to use \$1.2 million to pay for the program out of their MSAP grant. The program is tied to NCLB and is data driven and instruction friendly.

The Assistant Superintendent for Business made her report to the Financial Oversight Panel. In her report she discussed that the Annual Financial Report (AFR) is not yet completed. ISBE informed the district and panel members that if the AFR is not completed by the end of the week (January 30, 2009), the district will be placed on the

Financial Watch List. The auditors, Crowe Chizek and Company LLC have been with the district since before 2006.

A motion was made to approved the minutes of the January 7, 2009 Proviso 209 Financial Oversight Panel.

All voted in favor to approve, no nays

A motion was made to enter Executive Session at 1:25 p.m.

All voted in favor to approve, no nays

A motion was made to exit out of Executive Session at 4:05 p.m.

All voted in favor to approve, no nays

The financial plan was discussed at length with the Board President, Superintendent, and Assistant Superintendent for Business. The FOP asked the district administrators to furnish to them copies of all employee and vendor contract so they could review them. They further discussed that the administrators' contract will need to be revised for the future so that automatic salary increases are not included and payment for unused vacation/sick/other days are not made each fiscal year. For the vendor contracts, the FOP would like to know the last time an RFP was done for each of them. Also discussed was the fact that the district was going to have to be very conservative with their budget for fiscal 2010 and 2011 as they are tax capped and CPI increased only .1%.

#### Action Items:

A motion was made to approve Action Items A-2, A-3, B, C-1, C-2, C-3, D, E, F, and G.

All voted in favor to approve, no nays

A motion was made to approve the district certified staff employment action items 1- Ryan Chappetta, special education teachers; 2- Robert Czarnecki, social studies teacher; and 3- Cynthia Daniels, science teacher

All voted in favor to approve, no nays

A motion was made to approve district certified staff employment action items 4- Joan McGarry, Ed.D, Director of Professional Development, Teaching and Learning and 5- Cheryl Pruitt, Assistant Superintendent for Curriculum and Instruction contingent upon the contracts being revised to remove the 4% pay increase, remove the payment of unused vacation time, and revise the language to state that salary, benefits, vacation and sick days are prorated to correspond with the late employment date within the 2009 fiscal year.

All voted in favor to approve, no nays

A motion was made to approve the ENI contract for Phase I in the amount of \$458,000 contingent upon that funding is approved and secured through the MSAP grant.

All voted in favor to approve, no nays

A motion was made to approve future FOP meeting dates as:

March 25, 2009, 1:00 p.m.

April 22, 2009, 1:00 p.m.

May 20, 2009, 1:00 p.m.

June 17, 2009, 1:00 p.m.

All voted in favor to approve, no nays

No New/Other Business

Adjournment at 4:25pm