

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

MINUTES OF MEETING

Regular Meeting

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

**Tuesday, November 26, 2013
4:00 PM**

CALL TO ORDER

Chairman Craig Schilling called the executive session to order at 4:12 p.m.

ROLL CALL

Present:

Dr. Craig Schilling, Chairman
Mr. Kenneth Walls, Member
Ms. Merilee McCracken, Member
Mr. Edward Porter, Member (4:19 p.m. via phone)
Mr. Socrates Rivers, Member (4:21 p.m.)

Absent:

None

Also present:

Dr. Nettie Collins-Hart, District Superintendent
Ms. Althea Busby, Assistant Executive to the Superintendent
Mr. Todd Drafall, Chief Financial Officer
Ms. Sharon Palmer, Director of Accounting
Ms. Kim Echols, Associate Superintendent for Curriculum
Mr. Kevin McDermott, District 209 Board Member
Mr. Robert Wolfe, Illinois State Board of Education
Ms. Deb Vespa, Illinois State Board of Education
Ms. Kenya Austin, Illinois State Board of Education
Mr. Jim White, Baker Tilly Virchow Krause, LLP

PUBLIC COMMENTS

None

SUPERINTENDENT'S REPORTS

No action necessary - Informational items only.

The District administrators presented the following reports:

- *Upcoming Agenda Items*
- *Curriculum, Instruction & Assessment Reports*
- *FOIA Report*
- *Finance Reports*
- *Capital and Construction Update*

Dr. Collins-Hart gave a brief update on her reports including the school improvement plan presentations coming up at future meetings and the uniform policy committee. She also gave an update on a potential change to the alternative truancy program to bring back those students into a class at Proviso East and another class at Proviso West. She also noted that the district may be more aggressive with cooperation from West 40 to take parents of truant students to court to force their attendance.

Ms. Echols then gave a presentation on the district's agile mind program involving textbook adoption and other materials. The Agile Mind program involves using digital tools to replace traditional textbooks. The five-year adoption plan is estimated to cost under \$617,000. Dr. Schilling asked if the program will be effective given that the district has no control over the curriculum at its elementary feeder schools. Both Ms. Echols and Dr. Collins-Hart noted that this has been considered and there are strategies in place to deal with the achievement gap of incoming freshmen students.

Dr. Collins-Hart also briefed the FOP members on the Cambridge ACT preparatory classes, which is an action item as part of the consent agenda.

Mr. Drafall then presented the monthly financial reports. He noted the final grant reports will be ready for the December meeting and that the 2014 grants are in the final approval process. He then reviewed the detailed budget-to-actual reports and specific areas where differences are occurring including benefit expense. He noted that the district will likely amend its budget before the end of the year.

Mr. Drafall also presented the capital and construction update and gave a brief overview of projects currently in progress. Dr. Schilling asked about the rejection of the field house ceiling and lighting replacement bids at Proviso East, which is an item for approval on the consent agenda. Mr. Drafall responded that the bids were too high and that the project will be rebid and paid for with the QZAB bonds being issued.

CONSENT AGENDA

Moved by Ms. McCracken and seconded by Mr. Rivers to approve the consent agenda as presented with the exception of 5(a) approval of meeting minutes.

No discussion

All voted in favor to approve, no nays.

APPROVAL OF MINUTES

Moved by Dr. Schilling and seconded by Mr. Rivers to approve the August 27, 2013 regular meeting open session minutes

Approve – Rivers, McCracken, Schilling; Abstain – Porter, Walls

Moved by Dr. Schilling and seconded by Mr. Rivers to approve the September 24, 2013 special meeting open session minutes

Approve – Rivers, McCracken, Schilling, Porter; Abstain - Walls

Moved by Dr. Schilling and seconded by Mr. Walls to approve the September 27, 2013 regular meeting open session minutes

Approve – Schilling, McCracken, Walls; Abstain – Rivers, Porter

Moved by Dr. Schilling and seconded by Mr. Walls to approve the October 22, 2013 regular meeting open session minutes

Approve – Schilling, Rivers, Walls, Porter; Abstain - McCracken

Moved by Dr. Schilling and seconded by Mr. Walls to approve the October 22, 2013 special meeting open session minutes

Approve – Schilling, Rivers, Walls, Porter; Abstain - McCracken

EXECUTIVE SESSION

A motion was made by Mr. Rivers and seconded by Mr. Walls to 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.

All voted in favor to approve, no nays. Motion passed at 4:40 p.m.

RECONVENE REGULAR MEETING

Moved by Ms. McCracken and seconded by Mr. Rivers to reconvene the public portion of the meeting.

All voted in favor to approve, no nays. Motion passed at 4:53 p.m.

ACTION ITEMS

Personnel Reports

Dr. Schilling moved and Mr. Rivers seconded to approve the monthly personnel reports as presented with addendum with the exception of page 4 approved leave #1.

No discussion

All voted in favor to approve, no nays. Motion approved.

Executive Session Minutes

Moved by Mr. Rivers and seconded by Mr. Walls to table the July 23, 2013 regular meeting, August 27, 2012 regular meeting, September 24, 2013 special meeting, September 27, 2013 regular meeting, and the October 22, 2013 regular & special meeting executive session minutes.

DISCUSSION ITEMS (no action taken)

Old Business

None

New Business

None

ADJOURNMENT

Mr. Walls moved and Ms. McCracken seconded to adjourn the meeting.

All voted in favor to approve, no nays. Motion passed at 4:56 p.m.