

**FINANCIAL OVERSIGHT PANEL
PROVISO TOWNSHIP HIGH SCHOOLS DISTRICT 209
MINUTES OF MEETING
REGULAR MEETING
Proviso Math & Science Academy
8601 Roosevelt Road
Forest Park, IL
Tuesday, November 17, 2015
1:00 PM**

CALL TO ORDER

Chairman Craig Schilling called the meeting to order at 1:02 p.m.

ROLL CALL

Present

Dr. Craig Schilling, Chairman
Ms. Merilee McCracken, Member
Mr. Socrates Rivers, Member
Mr. Anthony Williams, Member

Absent

Mr. Kenneth Walls, Member

Also Present

Dr. Nettie Collins-Hart, District Superintendent
Mr. Todd Drafall, Chief Financial Officer
Ms. Sharon Palmer, Director of Accounting
Ms. Kim Echols, Assistant Superintendent
Ms. Brenda Horton, Executive Director of Human Resources
Ms. Tracy Avant-Bey, Director of Information Technology
Ms. Claudia Medina, District 209 Board Secretary
Ms. Debbie Vespa, Illinois State Board of Education (via phone)

PUBLIC COMMENTS

No comments were made.

SUPERINTENDENT'S REPORTS

- Upcoming Agenda Items
Curriculum, Instruction and Assessment Reports
- Cosmetology Update
 - Grading Procedures

- Transition Plan Update
- FOIA Report
- Finance Report
 - Tentative Budget Calendar

Tracy Avant-Bey made a presentation regarding E-Rate. There was a problem on the vendor side not completing the necessary forms. Dr. Schilling asked if adjustments were made to the budget and Mr. Drafall said there were.

Dr. Collins-Hart reported that the class size situation was much improved this year. The few classes that have more than 30 students are due mostly to physical education classes and those that are not will be adjusted for the second semester. No complaints have been received from **the Teachers' Union.**

Ms. McCracken questioned how many of the enrollees in the cosmetology program have taken their exam and passed. Dr. Collins-Hart responded that this is the second year of the two year program and the exam has not yet been taken.

Dr. Schilling had questions about the Recruiting Plan and stated that partnering with a university may be helpful for the teachers coming in and their transition into our school system. Dr. Schilling also stated a concern for obtaining qualified teachers and the short lived association with the teachers from Spain. Ms. Horton responded that while we do work with universities on recruitment, this additional plan to recruit from Puerto Rico is an option to broaden the pool of ESL candidates.

Mr. Drafall presented the Finance report. He noted that expenditures are within parameters and CEP will be coming in soon. The tentative budget calendar takes the transition plan into account. Dr. Schilling stated that the plan may already be out of date. Mr. Drafall agreed and is working through some of the issues and will update the panel as necessary.

EXECUTIVE SESSION

Executive session was not taken during the Regular Financial Oversight Panel meeting on November 17, 2015.

CONSENT AGENDA

The Financial Oversight Panel deferred the following item from the Consent Agenda to the next Financial Oversight Panel meeting:

- 7.a. Approval of Meeting Minutes

The Financial Oversight Panel wanted to note that the item 7.b.2. Recruiting Proposal, presented with the Personnel Report, was an informational item only and therefore did not require a vote.

AMENDED CONSENT AGENDA

- Approval of Monthly Personnel Report including addendum, as applicable
 - Certified Staff
 - Employment
 - Terminations
 - Non-Certified Staff

Employment
Terminations
Other Employments
Stipends
Approved Leaves

Approval of bills payable **(including attorney's fees)** dated November 10, 2015, in the amount of \$2,879,823.27; gross payrolls in the amount of \$4,110,615.87; student activity checks in the amount of \$4,583.73; Harris checks in the amount of \$1,189.47; and, special checks in the amount of \$0.00.

Attorneys' Fees

Contracts & Bids
Band Instruments
Apex Learning Digital Curriculum Solutions

Mr. Rivers moved for approval of the above Consent Agenda, Mr. Williams seconded the motion. All voted in favor to approve, no nays. The motion was approved.

DETERMINATION AND APPROVAL OF THE APPROPRIATE TERMINATION DATE FOR THE SERVICES OF DELGALDO LAW FIRM

The date of November 16, 2015 for the termination of DelGaldo Law Firm was determined by the Board of Education at their meeting on November 10, 2015.

Mr. Williams moved for the approval of the appropriate termination date for the services of DelGaldo law firm, Mr. Rivers seconded the motion. All voted in favor to approve, no nays. The motion was approved.

APPROVAL OF THE HIRING OF A LAW FIRM PENDING AGREEMENT

The Board of Education is reviewing the contract. Final approval will be determined at the December Board meeting.

Mr. Rivers moved for approval of the hiring of Hauser Izzo, LLC., pending approval of their agreement, Mr. Williams seconded the motion. All voted in favor to approve, no nays. The motion was approved.

APPROVAL OF BWP AND ASSOCIATES FOR SUPERINTENDENT SEARCH FIRM SERVICES

Mr. Rivers served on the committee to select the firm to conduct the District's search for a superintendent. Out of the five firms reviewed, and although all were equally strong, BWP stood out from the rest. They are familiar with our District and a member of the firm lives and has children in the District. They are a hands on company. The Board approved the selection pending their agreement not to exceed \$18,900.

Mr. Rivers moved for approval of the selection of the superintendent search firm, BWP and Associates, pending approval of their agreement, Mr. Williams seconded the motion. All voted in favor to approve, no nays. The motion was approved.

DISCUSSION ITEMS (NO ACTION TO BE TAKEN)

Old Business

New Business

Dr. Schilling stated that a joint meeting was requested for December. After a short discussion, it was agreed that the regular Financial Oversight Panel meeting will take place on Tuesday, December 15. However, the time will change to 5:00 p.m. with the joint Board and Financial Oversight Panel meeting taking place at 6:30 p.m.

ADJOURNMENT

Mr. Rivers moved to adjourn the meeting, Mr. Williams seconded the motion. All voted in favor to approve, no nays. The motion was approved at 1:44 p.m.