

**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, January 26, 2016
1:00 PM**

CALL TO ORDER

Chairman Craig Schilling called the meeting to order at 1:00 p.m.

ROLL CALL

Present

Dr. Craig Schilling, Chairman
Mr. Socrates Rivers, Member
Mr. Kenneth Walls, Member
Mr. Anthony Williams, Member

Absent

Ms. Merilee McCracken, Member

Also Present

Dr. Nettie Collins-Hart, District Superintendent
Mr. Todd Drafall, Chief Financial Officer
Ms. Sharon Palmer, Director of Accounting
Mr. Robert Wolfe, Illinois State Board of Education
Ms. Debbie Vespa, Illinois State Board of Education

PUBLIC COMMENTS

No comments were made.

SUPERINTENDENT'S REPORTS

Upcoming Agenda Items

Curriculum, Instruction and Assessment Reports

- APEX On-Line Learning
- Enrollment and Attendance for November 2015
- School Report Cards and Results of PARCC 2015 Testing
- 2015 – 2021 Technology Plan Update

Transition Plan Update

FOIA Report

Finance Report

The Superintendent presented and discussed the above reports. In discussing the Technology Plan, the superintendent explained that the Board wanted to move to a 1:1 program and how that process will begin. The overall concept has been approved by the Board, however, planning and funding options need to be discussed at this time. Dr. Schilling suggested looking at other school districts that have made the transition, to get an idea of actual costs and to review their process and any issues that may have come up during their roll-out. Ms. Avant-Bey also stated **that the District's infrastructure needed updating to support the 1:1 system. Dr. Schilling stated** that the updating to the infrastructure needed to be in the Facilities Plan.

Mr. Drafall presented the Finance Report. Brett Mathieson, partner at Mathieson, Moyski and Celer, was present to discuss audit findings and answer questions by the panel. Mr. Drafall stated that revenues are coming in and expenses are within limits. Mr. Drafall also reported that the District submitted their application for the QSCB bonds and no petitions have been reported.

EXECUTIVE SESSION

Mr. Walls moved to go into executive session, Mr. Williams seconded the motion. All voted in favor to approve, no nays. The motion was approved at 1:38 p.m.

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.

RECONVENE REGULAR MEETING

Mr. Walls moved to go into open session, Mr. Williams seconded the motion. All voted in favor to approve, no nays. The motion was approved at 1:54 p.m.

CONSENT AGENDA

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

- 7.a.2 Regular Executive Session Minutes, October 27, 2015
- 7.a.4 Joint Executive Session Minutes, October 27, 2015

AMENDED CONSENT AGENDA

Approval of Meeting Minutes

Regular meeting, October 27, 2015

Joint meeting with the Proviso Board of Education, October 27, 2015

Regular meeting, December 16, 2015

Approval of Monthly Personnel Report including addendum, as applicable

Personnel Report

Certified Staff

Employment

Terminations
Non-Certified Staff
Employment
Terminations
Other Employments
Stipends
Approved Leaves

Approval of bills payable **(including attorney's fees)** dated January 12, 2016, in the amount of \$2,635,997.65; gross payrolls in the amount of \$2,903,979.86; student activity checks in the amount of \$385,409.29; Harris checks in the amount of \$30.00; and, special checks in the amount of \$2,189.00.

Approval of the Proclamation for the 30th Annual National Girls and Women in Sports Day

Policy Manual Update - 1st Reading

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

APPROVAL OF SETTLEMENT AGREEMENT

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

APPROVAL OF PROVISIO EAST LOCKER ROOMS

Dr. Schilling questioned this item. Mr. Drafall explained that this was in response to an earlier quote on the Proviso East Locker Rooms. This new quote is based on the actual amount of lockers needed and is much lower than a previous quote. Mr. Drafall stated that this was more of an informational item and that it will eventually be brought to the Board for approval.

Dr. Schilling stated that there was no need to vote on this item.

DISCUSSION ITEMS (NO ACTION TO BE TAKEN)

Old Business

Dr. Schilling stated that the FOP had a few questions regarding the Truancy Officer position description that was included in the Personnel Report. Had this position been approved to post? Dr. Collins-Hart stated that the position had not yet been approved for posting, however, the job description is the first step to doing that. The Board has originally wanted to possible contract this service from an outside company but would now like to contemplate having this position filled on a full time basis. Dr. Schilling questioned the need for this position to be 12 months. Dr. Collins-Hart stated that this position needs to be year round because as students enroll over the summer, the Truancy

Officer can do residency checks. Dr. Collins-Hart also stated that due to the fact that the District has not had a Truancy Officer for the past few years, residency has not been checked on a consistent basis with Administrators doing spot checks only. Dr. Schilling also stated that the job description should make bilingual qualities a requirement and not a preference due to the high volume of Hispanic families in the community. Dr. Collins-Hart stated that although Proviso does have a large Hispanic family community, language surveys have shown that the Spanish speaking only families are not as large. Also, positions have been created and filled to help with those families that are Spanish speaking only. Another reason not to have being bilingual a requirement is that it might lessen the pool of candidates that otherwise might have been a good fit.

New Business

Dr. Schilling stated that to help the Board stay on schedule with their Superintendent selection, the Tuesday, February 23 meeting be moved to Tuesday, March 1. If the Board has a recommendation ready, the FOP will have a regular meeting at 4:00 p.m. with a joint Board and FOP meeting following at 6:30 p.m. If the Board does not have a recommendation ready, the regular FOP meeting will take place at 1:00 p.m. and there will not be a joint Board and FOP meeting.

The FOP meeting on Tuesday, March 22 will remain the same. However, there will also be a joint Board and FOP meeting on Wednesday, March 30.

ADJOURNMENT

Mr. Williams moved to adjourn the meeting, Mr. Rivers seconded the motion. All voted in favor to approve, no nays. The motion was approved at 2:15 p.m.