

Panel Meeting Minutes  
February 23, 2010

MINUTES OF MEETING  
FINANCIAL OVERSIGHT PANEL  
VENICE COMMUNITY SCHOOL DISTRICT NO. 3  
FEBRUARY 23, 2010  
1:00 P.M.

**CALL TO ORDER**

Member Mary Kane called the meeting to order at 1:10 p.m.

**ROLL CALL**

Present: Mary Kane, Member  
Dennis Brueggemann, Member  
Rudy Wilson, Chairman (arrived at 1:20 p.m.)

Also present:

Jeff Endres, Financial Administrator  
Deby Vespa, ISBE Consultant  
Dr. Cullen Cullen, district superintendent  
Carol Reinhardt, district bookkeeper  
Toni Chandler, district secretary  
Shirley Davis, district principal  
Caroline Wilson, Venice BOE president  
Vicky Schultz, Venice teacher union representative

**REPORTS**

Dr. Cullen Cullen, district superintendent, informed the FOP that he had recently reviewed the district field trips procedures with the Venice BOE. He also reported that principal interviews were being set up for early March. He said that the district received 11 applicants for the position and that he planned to interview 6 applicants. Member Mary Kane asked if the principal position was still a reality for the district and he indicated that it was as far as he was concerned.

Dr. Cullen then presented the FOP a draft of the district three year financial plan. He reviewed the assumptions that had been taken into consideration when he worked on this draft along with Jeff Endres, Financial Administrator, Carl Holman, ISBE Fiscal Consultant, and Carol Reinhardt, district bookkeeper. Assumptions on the revenue side of the plan included the state of Illinois not making all FY10 categorical payments, the state of Illinois continuing to provide late payments in FY11, the General Assembly eliminating Hold Harmless funds in FY11, anticipating a 15% reduction in Corporate Personal Property Replacement Tax, zero % growth in Equalized Assessed Value (EAV), and the district remaining a Flat Grant District for the three years.

Assumptions on the expenditure side included reduction in expenditures for educational services, reducing the number of out-of-district tuition special need students, providing self-contained classroom in-house, providing additional itinerate services in-house (e.g. Social Work, Speech...), redeploying teacher aides as necessary, and NO REDUCTION IN FORCE. A final copy of the three year plan will be presented to the FOP in March for formal approval.

Shirley Davis, district principal, informed the FOP that the district will be hosting a FAMILY NIGHT on February 25, 2010 from 5:30 p.m. to 7:30 p.m. She also reported that the ISAT Tests would be given to the students the first two weeks of March.

Jeff Endres, Financial Administrator, reported to the FOP that the monthly revenue and expenditure reports had been reviewed and that the expenditures in the Operations & Maintenance Fund were over budget because there are two line items that have year to date expenses but no budget amounts. These will be added when the budget amendment is done. He also commented on the district three year financial plan that had been presented and wanted the FOP to know that a lot of effort had been put into this draft by Dr. Cullen and that this was the worst case scenario for the district.

Deby Vespa, ISBE Consultant, reported on the status of the state funding and indicated that the next three state aid payments would be from federal funds and the district would have to expend that money by March 31, 2010. Carol Reinhardt, district bookkeeper, indicated that that should not be a problem as the district would spend the money on salaries and benefits first.

#### **APPROVAL OF MINUTES**

Motion to approve the minutes from January 27, 2010 was made by Mary Kane. Seconded by Dennis Brueggemann. Unanimously passed by voice vote.

#### **NEW BUSINESS – FEBRUARY 18, 2010 BOE REGULAR MEETING**

Motion to approve the February 18, 2010 Accounts Payable list in the amount of **\$85,313.36** and January 2010 payroll in the amount of **\$74,975.09** was made by Dennis Brueggemann. Seconded by Mary Kane. Unanimously passed by voice vote.

Motion to approve FGM Architects to provide professional services for the gymnasium floors and bleachers replacement project with fees to be hourly based on the FGM rate schedule was made by Dennis Brueggemann. Seconded by Mary Kane. Discussion followed regarding the rates charged by FGM Architects and if the district's insurance carrier was helping in resolving the situation with the damaged gym floor. Unanimously passed by voice vote.

**PERSONNEL – FEBRUARY 18, 2010 BOE REGULAR MEETING**

Motion to approve the employment of Larry McGee, district custodian, at a rate of **\$15.50/hr. effective February 15, 2010** was made by Mary Kane. Seconded by Dennis Brueggemann. Unanimously passed by voice vote.

**OTHER BUSINESS**

The FOP work meeting was scheduled for Friday, March 12, 2010 at 1:00 p.m. and will be held at the Madison County ROE office in Edwardsville.

**ADJOURNMENT**

Motion to adjourn meeting was made by Dennis Brueggemann at 2:10 p.m. Seconded by Mary Kane. Unanimously passed by voice vote.