

Panel Meeting Minutes
March 23, 2011

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
VENICE COMMUNITY SCHOOL DISTRICT NO. 3
MARCH 23, 2011
5:00 P.M.

CALL TO ORDER

Chairman Rudy Wilson called the meeting to order at 5:00 p.m.

ROLL CALL

Present: Rudy Wilson, Chairman
Mary Kane, Member

Absent: Dennis Brueggemann, Member

Also present:

Deb Vespa, ISBE Division Administrator
Dr. Cullen Cullen, district superintendent
Carol Reinhardt, district bookkeeper

Carl Holman, ISBE Fiscal Cons.
Ms. Shirley Davis, Principal
Toni Chandler, district secretary

PUBLIC COMMENTS

None

REPORTS

Dr. Cullen, district superintendent, presented the Panel with Procedures for the Invoice Separation of Duties. (see attached) Discussion ensued on the procedures. Dr. Cullen stated that the district instituted these procedures for the March bills and everything worked as listed.

Ms. Shirley Davis reported that all staff has been evaluated. The current enrollment is 86 pupils onsite, with 30 pupils tuitioned to ESTL (16) and Brooklyn (14) School Districts. Graduation is set for May 20th.

Deb Vespa, ISBE Division Administrator, spoke about the condition of the state budget. Districts have received the 1st Quarter Mandated Categorical payment and there is no expectation of receiving any more by June 30th.

APPROVAL OF MINUTES

Motion to approve the minutes from February 23, 2010 regular meeting was made by Mary Kane. Seconded by Rudy Wilson. Unanimously passed by voice vote.

NEW BUSINESS – MARCH 17, 2011 BOE REGULAR MEETING

Motion to approve the March 17, 2011 Accounts Payable list in the amount of **\$59,224.56** and February 2011 payroll in the amount of **\$74,232.65** was made by Rudy Wilson. Seconded by Mary Kane. Discussion followed: Mary Kane asked about items regarding custodian phones, lunch calculation error billings, and flower purchase. The Phone issue was resolved with the Superintendent explaining the Alarm Company has to contact the custodians when the alarm is triggered. The Food Service (error in lunch and breakfast) billings were resolved with explanation by ISBE Consultant, C. Holman and the Superintendent. The Panel instructed the Superintendent it would not approve any bills for future Flower Purchases for condolences for anyone other than immediate family of Board of Education members. Unanimously passed by voice vote.

Motion to approve to seek bids for Asbestos Removal from the Steam Pipes in the Crawlspace Tunnels to repair and replace broken Steam Pipes under the Gymnasium Floor was made by Mary Kane. Seconded by Rudy Wilson. Discussion followed: The Superintendent explained this will likely be a much larger project than initially planned as the entire area has to be remediated since asbestos has fallen from the pipes. Unanimously passed by voice vote.

PERSONNEL – MARCH 17, 2011 BOE REGULAR MEETING

Motion to approve the resolution authorizing Non-Re-Employment of a Full-Time, Second Year Non-Tenured Teacher was made by Mary Kane. Seconded by Rudy Wilson. Unanimously passed by voice vote.

OTHER BUSINESS

The next FOP meetings are scheduled for Wednesday, May 25, 2011 at 5:00 p.m. and Wednesday, June 22, 2011 at 5:00 p.m.

ADJOURNMENT

Motion to adjourn meeting was made by Mary Kane at 6:41 p.m. Seconded by Rudy Wilson. Unanimously passed by voice vote.