

Panel Meeting Minutes
August 26, 2009

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
VENICE COMMUNITY SCHOOL DISTRICT NO. 3
AUGUST 26, 2009
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
Dennis Brueggemann, Member

Also present:

Jeff Endres, Financial Administrator
Carl Holman, ISBE
Dr. Cullen Cullen, district superintendent
Carol Reinhardt, district bookkeeper
Shirley Davis, district principal/curriculum consultant
Janet Wiley, Venice BOE vice chair

REPORTS

Dr. Cullen Cullen, district superintendent, reported that the district enrollment as of August 26, 2009 was 69 students in the elementary grades and 17 high school students for a total of 86 students enrolled. He also informed the panel that he had met with the Venice city officials regarding the TIF district and monies collected by the city that have never been forwarded to the district. FOP member Mary Kane suggested that a letter be sent to Mayor Echols indicating that the city should forward any TIF funds that are currently being collected to all taxing districts within the TIF district for the years 1992 through 2004. Dr. Cullen agreed and said that he would draft such letter. He told the panel that the IRS had been in contact with him regarding the 2004 W2 and W3 issues. Apparently the IRS had misplaced the copies of these documents that have been sent to the IRS twice in the past years. The district did have documentation of these copies having been sent to the IRS too. The gym floor damage is repairable but the contractor for the roofing repairs has indicated that they were not responsible for the floor being damaged. It was suggested that the district contact the school insurance carrier to notify them of the damage and also have the school attorney contact the general contractor. Dr. Cullen also suggested that the district get bids on replacing the bleachers in the gym when the floor is being repaired. The Venice BOE has agreed to have a representative from IASB attend their September meeting to discuss future board member training. Chairman Rudy Wilson indicated his frustration with our state legislators and the

comments that Senator Clayborn had recently made stating that the legislators wanted to help school districts any way possible. Rudy suggested that Dr. Cullen send a letter to Senator Clayborn inviting him to visit Venice School District so that he can see first hand the needs of the district. It was also suggested to include in the annual report to the state the needs and problems the district is facing with declining revenues.

Shirley Davis, principal and curriculum consultant, thanked both Dr. Cullen and the FOP for recommending and approving her employment for the 2009-10 school year and she is very excited about being back for another year as the district continues to strive for improvement in test scores. She also indicated that there is an interest in forming a PTA/PTO and that the parents have met once already.

Jeff Endres, Financial Administrator, informed the panel that the tentative budget for 2009-10 had been put on public display for 30 days and that the public hearing has been set for Thursday, September 24, 2009 at 5:30 p.m. The Venice BOE regular meeting will follow the hearing beginning at 6:00 p.m. As a result of the Venice BOE regular meeting being changed to September 24, 2009, the FOP will need to change their regular meeting from September 23, 2009 to another date, possibly September 30, 2009. He informed the panel that Dr. Cullen, Carl Holman and Carol Reinhardt had met with him on August 14, 2009 to prepare the tentative budget and that the budget is just that.....tentative and that they would be monitoring and making the necessary changes before the hearing on September 24th. He told the panel that they had been very conservative on the revenue side of the budget and with the funding situation in the state being so uncertain, the district would need to really monitor the revenue side carefully this year.

There was no ISBE consultants report.

APPROVAL OF MINUTES

Motion to approve the minutes from July 22, 2009 was made by Mary Kane. Seconded by Dennis Brueggemann. Unanimously passed by voice vote.

NEW BUSINESS – August 20, 2009 BOE Regular Meeting

Motion to approve the August 20, 2009 Accounts Payable in the amount of **\$180,077.21** and July 2009 payroll in the amount of **\$110,481.00** was made by Mary Kane. Seconded by Dennis Brueggemann. Jeff Endres, Financial Administrator, informed the panel that the accounts payable total included a payment for special education tuition for 2008-09 school year of approximately \$98,000 and that the payroll total was for three (3) payrolls in July. Unanimously passed by voice vote.

Motion to approve BARCOM to connect, download, and monitor the district office and school fire alarm systems at a cost of **\$95/hr. for labor (max. 2 hrs.) and \$40 per month** to monitor the fire alarm system was made by Mary Kane. Seconded by Dennis Brueggemann. Unanimously passed by voice vote.

Motion to approve the superintendent, bookkeeper, and administrative assistant to attend an IASA/IPA/IASBO workshop on September 24, 2009 in Springfield was made by Dennis Brueggemann. Seconded by Mary Kane. Cost for the workshop is **\$135 registration each (\$405) and .55/mile for 2 drivers (\$220) for a total of \$625.00** Unanimously passed by voice vote.

PERSONNEL

Motion to approve a 3 year contract with the Venice teachers for 2009-10, 2010-11, and 2011-12 at a total cost for the 3 year period of approximately **\$70,000** was made by Mary Kane. Seconded by Dennis Brueggemann. The contract calls for step increases each of the three years plus board paid TRS of **3% the first year, 6% the second year, and 9% the third year.** Unanimously passed by voice vote.

OTHER BUSINESS

Motion to change the September 2009 FOP meeting to September 30, 2009 at 5:00 p.m. was made by Mary Kane. Seconded by Dennis Brueggemann. The change is necessary since the Venice BOE regular meeting has been changed to September 24, 2009 to meet the 30 day time frame of displaying the tentative budget for 2009-10. Unanimously passed by voice vote.

ADJOURNMENT

Motion to adjourn meeting was made by Dennis Brueggemann at 5:50 p.m. Seconded by Rudy Wilson. Unanimously passed by voice vote.