

Panel Meeting Minutes
September 28, 2011

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
VENICE COMMUNITY SCHOOL DISTRICT NO. 3
SEPTEMBER 28, 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
Dennis Brueggemann, Member
Mary Kane, Member

Also present:

Jeff Endres, Financial Administrator
Dr. Cullen Cullen, district superintendent
Carol Reinhardt, district bookkeeper
Deb Vespa, ISBE Division Administrator
Carl Holman, ISBE Fiscal Consultant

REPORTS

Dr. Cullen, district superintendent, distributed monthly financial reports and fund balance report to the FOP members. He discussed the revenues and expenses through August 2011. He reported to the FOP that he had discussed with the Venice BOE at their September regular meeting that there had been preliminary discussions with the FOP regarding dissolving the FOP at the end of FY12 which would be one year early. He indicated to the Venice BOE that these discussions were only preliminary and that he would be in further discussions with the FOP and ISBE administration regarding the dissolution. The district benchmarks must first be reviewed and evaluated before any formal action can take place. Dr. Cullen also updated the FOP on the status of the gym heating and asbestos removal project that is currently underway.

Dr. Cullen reported in the absence of Ms. Davis, principal, that the enrollment at Venice Elementary was 107 students and that there were 33 high students enrolled at Brooklyn SD or East St. Louis SD. He also reported that the district open house was a huge success with 57 families represented. He lauded Vanaee Williams, Parent Educator, for the work that she did in preparing for the open house.

Jeff Endres, Financial Administrator, clarified that the cost of the feasibility study that had been conducted earlier by Venice and Brooklyn was not a 50/50 share between the two school districts. Venice SD #3 paid half the cost (\$5,000) for the study and that the district received a

grant (\$5,000) from the state for the other half of the cost. He reported that the FY11 district audit should be ready for the October 20, 2011 Venice BOE meeting and that it would be presented at the FOP meeting on October 26, 2011. The Venice BOE appointed Eloise Williams to be board secretary. Mr. Endres informed the FOP that the district benchmarks would need to be reviewed by them at their next meeting. He indicated that he had already reviewed them and had graded each one as to whether the district has achieved the results of the benchmarks.

Deb Vespa, ISBE Division Administrator, indicated to the FOP that she had been in discussion with Carl Holman and Jeff Endres regarding preparation of an annual report to ISBE for Venice SD #3. She mentioned that some of the points to include in the report would be the district's enrollment trend, test scores, and financial conditions of the district while the FOP has been overseeing the district.

APPROVAL OF MINUTES

Motion to approve the minutes from August 24, 2011 regular meeting was made by Mary Kane. Seconded by Dennis Brueggemann. Unanimously passed by voice vote.

NEW BUSINESS – SEPTEMBER 22, 2011 BOE REGULAR MEETING

Motion to approve the September 22, 2011 Accounts Payable list in the amount of **\$156,995.24** and August 2011 payroll in the amount of **\$65,968.54** was made by Dennis Brueggemann. Seconded by Mary Kane. Unanimously passed by voice vote.

Motion to approve the FY 12 budget as presented by Dr. Cullen was made by Dennis Brueggemann. Seconded by Mary Kane. Unanimously passed by voice vote.

PERSONNEL – SEPTEMBER 22, 2011 BOE REGULAR MEETING

Motion to approve a change in employment status for Tamara Briggs, Food Service worker, from temporary to permanent effective September 22, 2011 at the same rate of pay **\$10.93/hr.** was made by Dennis Brueggemann. Seconded by Mary Kane. Discussion followed: Dr. Cullen explained why Ms. Briggs should be changed from temporary to permanent on the advice of the district attorney. Unanimously passed by voice vote.

NO ACTION NEEDED on the Intergovernmental Agreement with Brooklyn SD #188 since the individual who was to provide the professional development support services had resigned from Brooklyn SD #188.

OTHER BUSINESS

The next FOP meeting will be held on Wednesday, October 26, 2011 at 5:00 p.m. In addition to normal business items, the FOP will review and discuss the district benchmarks that were established by the FOP in March 2010.

ADJOURNMENT

Motion to adjourn meeting was made by Mary Kane at 5:45 p.m. Seconded by Dennis Brueggemann. Unanimously passed by voice vote.

