

Panel Meeting Minutes
September 30, 2009

MINUTES OF MEETING
FINANCIAL OVERSIGHT PANEL
VENICE COMMUNITY SCHOOL DISTRICT NO. 3
SEPTEMBER 30, 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
Dennis Brueggemann, Member

Absent: Mary Kane, Member

Also present:

Jeff Endres, Financial Administrator
Deby Vespa, ISBE Consultant
Dr. Cullen Cullen, district superintendent
Shirley Davis, district principal/curriculum consultant
Carol Reinhardt, district bookkeeper
Toni Chandler, district secretary
Janet Wiley, Venice BOE vice chair

REPORTS

Dr. Cullen Cullen, district superintendent, updated the panel on Environ Phase I study of the Broadway property and the status of the Enhancing Education through Technology E2T2 grant with Brooklyn School District. He also reported that the exterior doors project should be completed by October 2, 2009. Dr. Cullen also informed the panel on the Restructuring Implementation of Literacy Program progress. He discussed the need in the district for a Director of Technology position which has been included in the 2009-10 budget. He also informed the panel that the district would be looking into changing depositories in the near future and would have a recommendation at the next Venice BOE meeting. Chairman Wilson commented on the job that Dr. Cullen has done so far as district superintendent and said that he is very pleased with what has happened in such a short time. He indicated that he would like to have the Granite City press contacted by Dr. Cullen and have some pictures and stories printed in the paper showing the positives that are taking place in the district.

Shirley Davis, principal and curriculum consultant, reported that an open house would be held on October 8, 2009 from 6 – 8 p.m. for the parents and community members. She also indicated that a PTO has been formed and that there were seven parents who attended the

first meeting. Those parents also attended the Venice BOE regular meeting on September 24, 2009. She told the panel that the current enrollment for the district is 108 students as of 9/30/09.

Jeff Endres, Financial Administrator, informed the panel that the district audit had been started this week and that the auditor has indicated that he should be finished at the end of next week (October 9, 2009). The audit will be presented at the Venice BOE regular meeting on October 15, 2009 for approval. He also indicated that the district network and cabling has been completed and that bookkeeper Carol Reinhardt has indicated that the system is now up and running and that Dr. Cullen is now able to access the financial program. He also commented on the fine job that Dr. Cullen and Ms. Davis have done since the start of the school year. He noted that he has seen several improvements within the district and that Dr. Cullen is to be commended for having a positive impact on the district thus far.

There was no ISBE consultants report.

APPROVAL OF MINUTES

Motion to approve the minutes from August 26, 2009 was made by Dennis Brueggemann. Seconded by Rudy Wilson. Unanimously passed by voice vote.

NEW BUSINESS – SEPTEMBER 24, 2009 BOE REGULAR MEETING

Motion to approve the September 24, 2009 Accounts Payable in the amount of **\$231,207.05** and August 2009 payroll in the amount of **\$60,395.36** was made by Dennis Brueggemann. Seconded by Rudy Wilson. Jeff Endres, Financial Administrator, informed the panel that there were several large payments this month that are one time expenses. He indicated that this included payment for cabling and networking, summer school transportation, and exterior doors/fire alarm projects. Unanimously passed by voice vote.

Motion to approve the 2009-10 district budget as presented was made by Dennis Brueggemann. Seconded by Rudy Wilson. Jeff Endres, Financial Administrator, informed the panel that this was a balanced budget in the four operating funds based on current information from the state regarding revenues. He cautioned that the district administration will have to monitor the budget closely during the fiscal year in anticipation of revenue shortfalls and/or unexpected expenses. Unanimously passed by voice vote.

PERSONNEL

NO ACTION was taken regarding the retirement letter from 2nd grade teacher Barbara Gaiter effective at the end of the 2011-12 school year. The panel indicated that this is covered by the teacher contract and it is not necessary for them to approve the retirement notice.

Motion to approve the 3 year contract with the Service Employees International Union Local #98 (**Custodians**) effective July 1, 2009 through June 30, 2012 was made by Rudy Wilson. Seconded by Dennis Brueggemann. Details of the contract were provided by Dr. Cullen. Unanimously passed by voice vote.

Motion to approve the 3 year contract with the Service Employees International Union Local #98 (**Secretaries**) effective July 1, 2009 through June 30, 2012 was made by Dennis Brueggemann. Seconded by Rudy Wilson. Details of the contract were provided by Dr. Cullen. Unanimously passed by voice vote.

OTHER BUSINESS

Next FOP meeting is scheduled for Wednesday, October 21, 2009 at 5:00 p.m.

ADJOURNMENT

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