

OAK PARK AND RIVER FOREST HIGH SCHOOL
201 North Scoville Ave.
Oak Park, IL 60302

FINANCE COMMITTEE MEETING

Tuesday, January 15, 2008

A Finance Committee meeting was held on Tuesday, January 15, 2008. Chair John P. Rigas called the meeting to order at 7:36 a.m. in the Board Room. Committee members present were: John C. Allen, IV, Jacques A. Conway, Valerie J. Fisher, Dr. Ralph H. Lee and Sharon Patchak Layman. Also present were: Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Cheryl L. Witham, Chief Financial Officer; Jack Lanenga, Assistant Superintendent for Operations; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included: Kay Foran, Director of Community Relations and Communications and Doug Willey, Supervisor of Finance.

MINUTES

The Finance Committee minutes of December 11, 2007 were accepted, as presented.

Ms. Patchak-Layman was informed that the Finance Committee members would receive a plan for financing the turf at its February meeting.

FOOD SERVICE NIIP ROLLOVER BIDS

Ms. Witham, in her written report stated, "The District has participated in the Northern Illinois Independent Purchasing (NIIP) agreement since 1996. The purpose of this joint agreement is to enable school districts to form a purchasing cooperative so districts would be able to purchase higher quality food at lower cost." Ms. Witham provided the Rollover and Approval of Northern Illinois Independent Purchasing Cooperative Request for Proposals. Mike Piekarski, OPRFHS Food Service Director, is the chair on this committee.

Ms. Patchak-Layman asked how other companies would be able to compete with a rollover. Is nutritional (additives, organic, allergies, etc.) value play into the RFP? Ms. Witham reported that only the RFP is rolled over, not the contract itself and that State law has specific guidelines regarding nutrition. She will explore the answers to other questions with Ms. Piekarski relative to the number of school districts involved, etc. She noted, however, that O.P.R.F.H.S. buys outside of this listing and buys organic and local food supplies when they can be found at a competitive price.

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Food Service NIIP Rollover Bids at its regular January Board of Education meeting.

Construction Update

Mr. Lanenga reported that he was scheduled to attend the Park District focus group.

Authority to Commence 2008/09 Tentative Budget

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Authority to Commence the Preparation of a Tentative Budget for Fiscal 2008-09 at its regular Board of Education meeting in January. Ms. Witham informed the Board of Education that a State statute requires the Board of Education to approve this process.

Ms. Patchak-Layman was informed that no decisions had been made yet that would have an effect on staffing in the coming year as reflected in the Five-Year plan. Ms. Witham also noted that program changes were not a discussion for the Finance Committee meeting, but for the Instruction Committee meeting. Ms. Patchak-Layman suggested that those discussions begin in February.

Dr. Weninger stated that between now and the end of the year the administration and the Board of Education would be reviewing and evaluating current initiatives. The school is well in advance of a formal budget approval so the discussions about new staffing, current proposals, etc., will take place in the coming months. If the budget timeline changes, this too can be adjusted. Ms. Patchak-Layman did not want to get caught in “a set pot of money” thought process. Dr. Weninger stated that the proposals to be presented next week would drive some of the staffing issues. Course registration in February/March will be parallel to the reviewing and evaluating of current initiatives and programs. Some of the programs have only existed for one semester so it would be difficult to assess them. Past practice has been that as long as the administration was within the Board of Education’s approved Five-Year Plan, the administration has not reported to the Board of Education. The Board of Education has not said it needed adjustment. Often things happen unexpectedly. Ms. Witham noted that there was a very large staff of non-tenured teachers, so there was flexibility in programming. Dr. Weninger suggested bringing the Five-Year Plan to the discussion.

Authority to Commence 2007/08 Amended Budget

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Authority to Commence 2007/08 Amended Budget at its regular January Board of Education.

Monthly Financial

Ms. Witham provided the monthly financials. No discussion occurred.

CTTO Indemnity Agreement

It was the consensus of the Finance Committee members to recommend to the Board of Education that it approve the Cicero Township Treasurer's Office Indemnity Agreement at its regular January Board of Education meeting.

Ms. Witham reported that the District's lawyer suggested approving the agreement that Lawrence Hupe would perform the function of Trustee of Funds as an employee of Crystal Financial Consultants for the Boards of Education involved with the Cicero Township Trustees of Schools. The agreement will end in 2011 when the final distribution of funds takes place, but the indemnification will continue past that time, e.g., if something were challenged in 2017, Crystal Financial Consultants and Mr. Hupe would be indemnified.

Ms. Witham noted that she had received delivery of OPRFHS records and the titles to OPRFHS property.

Treasurer's Report

Ms. Witham presented the Treasurer's Report for October 31 and November 30, 2007. No Comments were received.

Adjournment

The Finance Committee adjourned at 8:18 a.m.