

BOARD OF TRUSTEES OF SCHOOLS MEETING

REGULAR QUARTERLY MEETING AGENDA

**Bremen Township Trustees of Schools
Township 36 North, Range 13 East
6109 W. 175th Street, Tinley Park, Illinois 60477**

April 2, 2012

7:00 P.M.

Meeting Location:

**Tinley Park High School Auditorium (Audion)
Visitor Entrance #W-1 (West side of Building)
6111 W. 175th Street, Tinley Park, Illinois 60477**

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call:
 - Ms. Deborah Stearns, President and District #228 Appointed Trustee
 - Ms. J. Kay Giles, Vice President and District #160 Appointed Trustee
 - Ms. Kathy Novak, Secretary and District #143 ½ Appointed Trustee
 - Mr. Joseph G. Bertrand, Jr., Elected Trustee
 - Mr. Michael T. Duggan, Elected Trustee
 - Ms. Dionne Freeman-Cooper, District #144 Appointed Trustee
 - Mr. Jason Hedke, District #142 Appointed Trustee
 - Ms. Joanne Keilman, District #143 Appointed Trustee
 - Ms. Julienne W. Mallory, Elected Trustee
 - Mr. Robert Oostema, District #145 Appointed Trustee
 - Mr. Joseph J. McDonnell, Ex-Officio Clerk
4. Approval of Minutes
 - October 24, 2011
 - October 24, 2011 Executive Session – Confidential
 - January 9, 2012
5. Recognition of Public
6. Cancellation of Lease Obligation Surety Bond #0021744 for Prairie Hills Elementary School District #144
7. Approval of Treasurer’s General Surety Bond Amount for Fiscal Year 2012/2013

8. Treasurer's Report
 - Bank Cash Balances
 - December 31, 2011
 - January 31, 2012
 - February 29, 2012
 - Treasurer's Office Statement of Expenditures
 - December 31, 2011
 - January 31, 2012
 - February 29, 2012
 - District Communications
 - Treasurer's Office Expense Allocation for 2011/2012
 - Annual Statement of Operations for 2010/2011
 - Allocation of Interest Earnings for January 1, 2011 thru June 30, 2011
 - Other Items
 - Attorney General Letter on Trustee Members and Officers
 - Roles and Responsibilities of Trustees
 - Open Meetings Act Electronic Training for Trustees
 - Statement of Economic Interests Filing
 - Annual Investment Report
9. Examination of the Books and Records of the Township School Treasurer's Office for the Fiscal Year Ended June 30, 2011 and Acceptance of the Annual Audit as Prepared by the Auditing Firm of Mathieson, Moyski, Celer & Co., LLP
10. Approval of Engagement Letter from the Auditing Firm of Mathieson, Moyski, Celer & Co., LLP
11. Approval of Commercial Insurance Proposal from Lucas Insurance Service Group, Inc.
12. Approval of 2012/2013 Tentative Budget for Township School Treasurer's Office
13. Approval of Support Staff Performance Review Procedure
14. Approval of Operational Procedure – Fiscal and Business Management
15. Old Business
 - Discussion and/or Appointment of Legal Counsel for Board of Trustees
16. New Business
 - Discussion and/or Approval of Cyber Liability Insurance Policy
 - Discussion and/or Approval of Meeting Location for Future Board of Trustee Meetings
17. Adjournment