



GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT #87

596 Crescent Boulevard, Glen Ellyn, IL 60137-4297, (630) 469-9100, www.glenbard87.org

POLICY COMMITTEE MEETING MINUTES

GLENBARD DISTRICT 87 ADMIN. CENTER

Monday, November 8, 2021

The Policy Committee held its monthly meeting via Zoom video conference on Monday, November 8, 2021. The meeting was called to order at 6:30 p.m.

In attendance:

Cindy Christensen, Committee Member
Kermit Eby, Board Member
Richard Mazzolini, Committee Member
Martha Mueller, Board Member
Mireya Vera, Board Member

Josh Chambers, Assistant Superintendent
for Human Resources
David Hennessey, GEA Representative
Diana Flint, Recording Secretary

Absent: None

Quorum requirements were met and the meeting was able to proceed.

Approval of Minutes

The minutes of the Policy Committee meeting for October 25, 2021 were reviewed.

Action: Motion made to accept minutes as presented - Mazzolini, seconded - Vera, and carried (all ayes).

Public Participation

Since no community members requested to attend the virtual meeting, the public participation portion of the meeting was closed.

Items for Discussion

- 4:60 Purchases and Contracts
- 4:60-AP4 Administrative Procedure - Federal and State Procurement Procedures (New)
- 4:80 Accounting and Audits
- 4:80-AP1 Administrative Procedure - Asset Protection; Equipment Inventory and Disposal
- 4:80-AP2 Administrative Procedure - Annual Audit
- 4:80-AP3 Administrative Procedure - Fraud, Waste, and Abuse Awareness Program (Renumbered from AP6 since the current AP3 & 4 were incorporated into AP1.)
- 4:80-AP4 Administrative Procedure - Inventory Management for Federal and State Awards (New)

Chambers stated the policies and procedures brought forward for discussion were a result of an audit performed by ISBE due to the district receiving Title I, Title II, and ESSR monies. The audit went great overall, but concerns were raised that policies were not current. The auditor also recommended two procedures in P.R.E.S.S. be adopted.

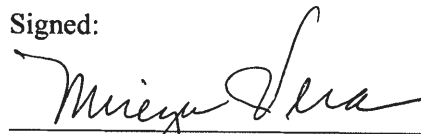
The items for discussion were sent to the Business Office for review and then to the attorney for input. At the time the agenda packet went out, the attorney and auditor were still in discussions on what the Policy Committee needed to bring to the Board that would meet the audit requirements. On Friday, it was agreed that those items revised by the attorney would revert back to what was written by P.R.E.S.S.

Chambers also advised that there was another policy identified during these discussions that may be brought forward at the December meeting. Of course, if P.R.E.S.S. should recommend updates to any of the aforementioned items, we may have to bring them back to committee.

Discussion took place on these items being a good framework to maintain compliance with ISBE and ended in a general agreement to move all forward to Board.

Action: Motion made to adjourn - Eby, seconded -Vera, and carried (all ayes).
The meeting adjourned at 6:38 p.m.

Signed:

 12/13/21

Martha Mueller
Policy Committee Chairman (or designee)

Date