

FINANCE/PERSONNEL COMMITTEE MEETING

Meeting Date: October 14, 2020

Members:

Annette Johnson, President
Dan Barreiro, Vice-President
Alex Arroyo, Member
Dr. Ann Williams, CFO/CSBO
Dr. Glenda Rosado, Asst. Spt. For Staff & Student Svcs.
Dr. Jennifer Norrell, Superintendent

Attendance:

Yes
Yes
Yes – attended via conference call
Yes
Yes
Yes

Participants: - Steve Megazzini, Assistant Superintendent of Operations, Andrew Allen, Executive Director for IT, Chris Rowald, Project Supervisor

Public Comments – None

Donations – Accepted

Financials – Dr. Williams reported the August 2020, month end financials. Dr. Williams attended a meeting earlier in the day updating the District on the States' financial situation. The district should anticipate delayed, and/or decreased state funding.

2020 Tax Levy – Dr. Williams explained that the District is planning to estimate the tax levy over the next few weeks. The estimated levy will be presented to this committee at its November meeting. It will be on display for 30 days, then recommended for adoption in December. Upon adoption, the Levy will be submitted to the county before the December 29th, 2020 deadline. The Consumer Price Index being utilized for the levy is 2.3%. Dr. Williams also reminded the committee that, at the direction of the Board of Education, the district abates the taxes annually as a benefit to its taxpayers. Dr. Williams also stated that she spoke with representatives from Kane County and they do not anticipate waiving late fees again, so tax revenues are anticipated to come in as scheduled.

Audit Update – Dr. Williams shared with the committee that the business department is currently participating in three separate audits. The annual independent audit should be completed and results will be shared with this committee in November. The Illinois Municipal Retirement Fund (IMRF) is also conducting an audit. The preparation process began in mid-September and is on-going. Lastly, the district is in the process of going through a Worker's Compensation audit.

Bank Signature Cards – Dr. Williams reminded the committee that this is an annual process aligned with administrative changes in the district. There are 8 buildings requiring updated bank signature cards.

The committee agreed to move to the full board for approval.

Language Acquisition Department Substitutes/Screeners – Dr. Norrell explained to the committee that it had been brought to her attention that historically these positions had been allowed permanent substitute daily pay rates. After some investigation, corrective action has been taken and the following agenda item reflects permanent department positions that are tied to grant funding.

Early Learning Positions – In relation to the above, Dr. Rosado reiterated to the committee that the three requested positions will be grant-funded utilizing funds from the Pre-School for All grant. Two

positions for Early Learning Screening Technicians are due to the significant increase in English Language Learners, especially in the early grades. The Early Learning Transportation Specialist position is being requested to insure student safety and efficient Pre-K transportation needs.

The committee agreed to move to the full board for approval.

Information Technology Positions – Five positions are being requested for the Technology Department, three are new positions and two are title changes. Dr. Rosado reviewed the descriptions and rationale for the following positions: Assistant Director of Information and School Systems, Administrative Systems Analyst/Cyber Security, End User Coordinator, Field Supervisor–End User Student and Family Support, Project Supervisor–End User Staff Support.

The Superintendent addressed questions from the committee. She provided an overview of IT department personnel positions. She also addressed the increase in end-users and district equipment over the last six months and recommendations from a third-party vendor evaluation regarding the District's cyber security.

The committee agreed to move to the full board for approval.

Request for Overloads at Extension Campus – In order to meet the instructional needs at the Extension Campus this school year, Dr. Rosado is requesting 2 overloads. The DREAMS program has moved back to the Extension Campus, requiring one 1/5 day overload for Art and one 1/5 day overload for PE.

The committee agreed to move to the full board for approval.

Resolution Authorizing the Sale of Personal Property – Mr. Allen and Mr. Rowald provided a brief overview of the technology items being requested for disposal.

The committee agreed to move to the full board for approval.

Old Business

New Business

Meeting adjourned at 5:57 pm