

## FINANCE/PERSONNEL COMMITTEE MEETING

Meeting Date: December 11, 2018

<b>Members:</b>	<b>Attendance:</b>
Annette Johnson	Yes
Bruce Schubert	Yes
Dan Barreiro	Yes
Jeff Ryder	Yes
Steve Megazzini	Yes

Public Comments – None

Donations – Accepted. Mr. Schubert inquired if a dollar value is required on all donations, Mr. Ryder will investigate and advise. It was also confirmed that the Business Department does send Thank-You letters upon acceptance of donations by the Board of Education.

Grants – Accepted. After some discussion regarding the ICJIA / SEAVCV grant increase. Dr. Norrell stated the increase was for due to the grant period being extended to May 31, 2019 and that provisions have already been made. Findings from a recent audit will be shared once the final report is received and most likely will require an amendment to the grant.

Resolution Authorizing the Sale of Personal Property – Approved. A question was raised if any of the technology items could be donated to the Fox Valley Career Center. Mr. Ryder will look into this.

Employee Benefits Vendors – Mr. Megazzini provided the current listing as has been past practice.

October 2018 Financials - Mr. Ryder reported that the district is on track for this period for revenues, expenses and fund balance. The fund balance is most likely at its highest point in the year due to the receipt of levy dollars in September and October.

Mr. Ryder informed the committee there has been no MCAT dollars received this fiscal year and as has been in prior years and may not see any until the third quarter.

Mr. Schubert questioned when the 99 accounts (activity funds) will receive revenue citing the fund balance report. Mr. Ryder will investigate and report back to the committee at the January 8, 2019 meeting. There was also conversation regarding activity accounts and whether the schools stock-piling funds. Per Ms. Johnson this has happened in the past. Mr. Ryder will look into each school's activity funds.

Ms. Johnson inquired about the status of the 2004 construction relief grant citing a recent article where Oswego claimed they hadn't received their money. The state has stopped disbursements to any district that had applied in 2004 and forward. Mr. Ryder will investigate and report back.

Bank Resolutions - Mr. Ryder will present two resolutions at the December 17 BOE meeting for signatures.

District Level Signers on All Activity Accounts - Mr. Ryder presented to the committee the rationale for adding extra security to the activity bank accounts by adding himself and one director as check signers. It was agreed this is a good practice to put in place and the business office will assemble the documents.

Exceed 5% Admin Cap for FY2019 – The FY 2019 budget adopted in September projected the increase in administration cost, for the functions ISBE has listed in the form, will exceed the 5% cap. This is an indicator that if the budget occurs exactly how it was adopted, the board would have to waive the limitation by vote during FY 2020. Since we are early in this fiscal year, there is still time to change the outcome. Dr. Norrell and Mr. Ryder wanted to inform the committee we are addressing this issue.

Requests for Personnel – All approved. Mr. Megazzini discussed the need for the Overload at EAEC for two positions due to DREAMSS relocation. The TA at O'Donnell is needed due to class size, the tutor previously in place has moved, creating the vacancy. Dr. Norrell is requesting two director positions be created, to be filled immediately. Discussion followed – there is currently a gap in cohesiveness of systems in all departments. Upon reviewing data from student and community questionnaires there is a need to implement a more rigorous SEL structure for all students and parent/community relationships.

**New Business** - None

Adjourned at 5:16 p.m.