

FINANCE/PERSONNEL COMMITTEE MEETING

Meeting Date: June 9, 2020 – Due to the COVID-19 pandemic this meeting was conducted via a Zoom meeting.

Members:

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

Attendance:

Yes
Yes
Yes
Yes
Yes
Yes

Participants: - Steve Marcos – HUB International, Amanda Sanderson, Patricia Alvarez, Dr. Lori Campbell, Bruce Shubert

Public Comments – None

Donations – Accepted

Financials – Dr. Williams reported the April 2020, month end financials. She indicated that state revenue is delayed roughly 4 months.

2020-2021 Budget Calendar – Dr. Williams stated that the Zero Based Budgeting process for FY21 is under way. This committee will be presented with a tentative budget at the July 14th meeting.

Dr. Williams provided an update on state revenue receipts. As anticipated, vouchered payments are delayed. Mr. Barreiro acknowledged the delay in revenue and asked about current expenditures. Dr. Williams stated that expenditures are down in the areas of transportation, food services, substitutes, and overtime due to the pandemic. The district had saved money in the past few months, all of which were presented in the 2019-2020 amended budget.

2020-2021 Committee Meeting Schedule – The committee reviewed and approved the meeting dates and times for FY2021.

Certification of Amount of Treasurer's Surety Bond – Dr. Williams explained that the Treasurer's Surety Bond needs to be certified on an annual basis. *The committee agreed to move to the full board for approval.*

Resolution to Appoint School District Treasurer – Dr. Williams explained this is an annual function to appoint the school district treasurer. Dr. Rob Grossi will remain the school district treasurer. *The committee agreed to move to the full board for approval.*

Resolution for Depositories – Dr. Williams stated this is an annual function designating BMO Harris Bank as the designated depository for the district. *The committee agreed to move to the full board for approval.*

FY21 Insurance Carrier – Dr. Norrell introduced Steve Marcos with HUB International. Mr. Marcos presented the committee with an overview of the challenges in the insurance marketplace over the past six months. He reviewed insurance market conditions and the district's current coverage. Mr. Marcos is

recommending a change in carriers to Liberty Mutual for 2020-2021. Discussion ensued. *The committee agreed to move to the full board for approval.*

Year End Bills – Dr. Williams recommended to the committee the district process bills on June 30th as a final check run for the year. These checks will be dated 6/30/2020 and will be presented at the July 7 BOE meeting for approval.

New Position – Dr. Rosado reviewed the new position of Executive Director of Information Systems/Chief Information Officer to the committee and explained that this new position is not an increase in head count, two technology positions are being merged into one position. *The committee agreed to move to the full board for approval.*

Review of Revisions to IASB PRESS (Illinois Association of School Boards Policy Reference Education Subscription Service) Dr. Rosado reviewed 5 IASB PRESS policies. 4:50 is a 5-year evaluation, no changes were made. 5:60 has added verbiage and a detailed listing of expenses. 5:60E1 and 5:60E2 contain formatting changes. Board attorney John Fester made recommendations for student proof of voting on policy 7:90. *The committee agreed to move to the full board for review.*

Review of Revisions to the following Policies – Dr. Rosado reviewed the changes for policies 5:20 and 7:20. On both policies Dr. Kimberly Ontiveros' name will be removed and replaced with Dr. Glenda Rosado. *The committee agreed to move to the full board for review.*

Review of Procedure 4:180 AP-3 Operational Services-Administrative Procedure-Grant Flexibility; Payment of Employee Salaries During a Pandemic – Dr. Rosado reviewed this new policy with the committee. Discussion ensued. *The committee agreed to move to the full board for review.*

Old Business

Donation – The donation tabled at the May 12th Finance & Personnel committee meeting was accepted.

New Business

Annette Johnson brought to the committee's attention two policies that have conflicting language pertaining to Board elections. Dr. Norrell recommended this be brought back to committee in July.

Meeting adjourned at 5:40 pm