

## FINANCE/PERSONNEL COMMITTEE MEETING

Meeting Date: September 10, 2019

<b>Members:</b>	<b>Attendance:</b>
Annette Johnson	Yes
Dan Barreiro	No
Alex Arroyo	No
Dr. Jennifer Norrell	Yes
Dr. Kim Ontiveros	Yes
Dr. Ann Williams	Yes

**Participants:** None

Public Comments – None

Donations – Accepted

Grants – None

Financials – Dr. Williams reported the July 2019 Fund Balance of \$87.4 million is down \$2.5 million over the prior year and that all expenditures are in line for this time of the year.

Quad County Urban League Contract – Dr. Norrell presented the request for the proposed five (5) year lease extension at the Quad County Urban League. The district is able to lock in the current lease rate for five years, beginning August 2020 through August 2025. Discussion ensued with regard to students utilizing the vocational area and expanded office area without an increase to the rent. The committee agreed to recommend the lease for full board approval.

Personnel Requests – Dr. Ontiveros explained the need for the three (3) Overload assignments at the High School and one Special Ed Assistant at Oak Park Elementary School. The committee agreed to recommend the positions for full board approval.

Staff Meal Pricing – Dr. Williams reviewed the increase for staff meal prices for the 2019-2020 school year. The committee agreed to recommend the price increases for full board approval.

Review of Revisions to Policies – Dr. Ontiveros cited name changes within two policy revisions. The committee agreed to recommend the revisions for full board review.

### **New Business**

Dr. Norrell informed the committee that Mike Lachowicz will be working with the NJROTC program on a consulting basis.

### **Old Business**

Copy Paper Bid – Dr. Williams updated the committee: the joint paper bid with Oswego and West Aurora did not come to fruition. The district is currently buying paper at a higher rate from the winner of the last bid. Dr. Williams will prepare a new paper bid in the near future.

Grants – Title II – Dr. Norrell reviewed grant information. She reiterated the Title II funds are used for teacher professional development and the district has been utilizing these funds.

Open Position Update – Dr. Ontiveros stated the human resource department will be reviewing open positions monthly to maintain actual vacancies. Ms. Johnson asked if there are currently permanent substitutes in the buildings. Dr. Ontiveros responded there are currently permanent substitutes and they are working to recruit and fill those positions.

FY20 Budget Update – Dr. Williams reported that the human resource department recently completed a detailed audit of all open positions that resulted in approximately 200 positions being closed in our financial software. This work is helping to close the gap between revenue and expenses. Lisa Skelly and others are providing updated grant information as well. A public hearing on the budget will be held at 7:00pm on Monday, September 16, 2019.

Meeting adjourned at 5:20pm