

FINANCE COMMITTEE MEETING

MEETING DATE: TUESDAY, FEBRUARY 9, 2016 AT 4:30 P.M.

Members:

Ms. Annette Johnson, Chair
Mr. Alex Arroyo
Mr. Ken Darby
Ms. Christi Tyler
Dr. Michael Popp

Attendance

Yes
Yes (*arrived at 4:37 pm*)
Yes
Yes
Yes (*arrived at 4:33 pm*)

Agenda

1. Roll Call
2. Public Comments/Questions
3. Old Business:
 - a. Investments
 - b. Community Eligibility Option
 - c. Grant(s)
4. New Business
 - a. Transportation Bid
 - b. Audit Findings
 - c. Budget Preparation
5. Closed Session, if needed
6. New Business
7. Adjournment

Consent Agenda

1. Next meeting—March 15, 2016 at 4:30 pm, School Service Center
2. Motion to approve the monthly financial report(s):
 - a. List of Bills
 - b. January 2016 Financials
 - c. Fund Balance Report
 - d. Investments Report
 - e. Payroll Report
3. Motion to accept the following donation(s):
 - a. Sixty boxes of books for District 131 students from Patterson Elementary School
 - b. One trumpet to Simmons Middle School from Rosalea Shouse
4. Motion to accept the following grants:
 - a. “New Teacher Induction and Mentoring Program for FY16” grant in the amount of \$70,817. 20 from Illinois State Board of Education

Action Items

5. None

Informational Items

6. Investments
7. Community Eligibility Option
8. Grants
9. Board consensus on rebidding transportation services
10. Audit findings
11. Budget preparation

Minutes

The Finance Committee began promptly at 4:30 pm. There were no public comments or questions.

Investments: Ms. Christi Tyler reached out to Rob Grossi from Bloom Township. Previously, Mr. Grossi presented an investment proposal at one of the April board meetings. Ms. Tyler indicated that one of the benefits of joining Mr. Grossi's group would be better renewal prices with Infinite Visions. Ms. Tyler asked for direction from the Board in regards to pursuing joining Bloom Township or they would prefer to go out for an RFP for investments. Mr. Ken Darby asked if Infinite Visions would track the investments, Ms. Tyler answered Infinite Visions is the District's current financial software. The benefit of joining Bloom Township is that the District would be able to pool investments and receive a higher return on investments as well as receive a discount on Infinite Visions. In addition, Bloom Township also offers services for the business office such as W2 and check printing.

Ms. Annette Johnson added that she believed Bloom Township could offer less basis points than what we are currently paying. Ms. Johnson said she thinks this would be a good thing and would save money with Infinite Visions. Ms. Tyler added that Bloom Township also offers its own user group. Mr. Darby asked if Bloom Township takes on business office functions what would that mean for the current business office staff. Ms. Tyler replied it would not reduce staff; the rate varies depending on the amount of work they take on.

It was agreed to bring the topic back in March, once Ms. Tyler can verify the savings this would bring to the District. Mr. Darby asked what other options are; Ms. Tyler responded we could have an RFP or stay status quo. Ms. Johnson said she has not been impressed with our current investments, and that the basis points are too high.

Community Eligibility Option: Ms. Tyler clarified that the District did not receive a \$600,000 grant from the Community Eligibility Option program when the program started; however, the District revenue had increased by that much.

Grants: The District has received a "New Teacher Induction and Mentoring Program for FY16" grant in the amount of \$70,817.²⁰ from the Illinois State Board of Education, the grant runs through June 30, 2016. Sixty seven teachers will be mentored with the grant.

A grant writer has been hired and will be presented at the next board meeting; there will also be a state of the department report. The report will include potential grants, and how the grant department plans on moving forward.

Ms. Johnson asked what was moving forward with the high school stadium. Ms. Margo Schmitt replied that Gloria Hunter was planning on applying for some upcoming HUD grants that are opening up. Also there are grant opportunities with the NFL Stadium, IDCEO, and Soccer grants. Fuel Up To Play 60 is also another grant option that could be available at the high school. Mr. Alex Arroyo said he spoke with Bill Foster's office and they are interested in assisting with anything STEM related; he gave them Ms. Schmitt's information.

ISBE is recommending to award the District \$50,000,000 in bonding authority as part of the QSCB program. Ms. Tyler clarified this is not a grant it is a bond. She also added the Board has not given the approval to issue bonds yet.

Ms. Johnson would like the grants department to pursue construction and security related grants. She also said, "The grant department looks like it is doing a lot of really good things, it's exciting to hear, so good job."

Transportation Bid: Ms. Tyler informed the committee the two contracts one for special education transportation and one for kindergarten, STEM, field trips, and athletics for Durham are set to expire this year. There is an option to extend the current contracts out one year at a 4% increase each. The special education portion was bid out with West Aurora. Currently there are no issues with the special education transportation; however there are issues with the second contract,

specifically field trips. Durham is not confirming field trip busses, this is causing a problem, and this has been addressed with them.

Ms. Tyler pointed out that Plainfield rebid their transportation and received a 2% increase; District 204 also rebid their transportation and received a 16% increase. Ms. Tyler said she would be comfortable extending the special education transportation contract, however, the kindergarten, STEM, field trips, and athletics transportation will require assurances that Durham remedies any problems we currently have. Ms. Johnson suggested the contracts could be tied together.

Ms. Tyler indicated a dedicated transportation person would be a good idea for all transportation needs. This individual's salary could be reimbursed 80% with the transportation claim and the remaining 20% could possibly be picked up by the IDEA grant. Mr. Darby asked how much of special education secretary's daily tasks are transportation related, Ms. Suzanne Bement-Withrow answered the bulk of the work will be at the beginning and end of the year. There is work all year round with address and phone number changes. Ms. Johnson asked if this individual will handle all transportation including special education. Ms. Tyler answered this is something she wanted everyone to think about and duties are still being explored. Ms. Johnson said this topic can be revisited with a proposal and job description.

Audit Findings: The fiscal year 15 audit findings and management findings were discussed. Findings are being corrected or disputed.

Budget Preparation: Ms. Johnson would like to have a printout of the previous year's budget to compare to the new budget, this way it will be easier to see how and where money is being spent or underutilized. Ms. Tyler said she was starting to get budget sheets together, she is including year to date information as well as notes. The notes will help to see any special one-time purchases.

Mr. Darby asked if the budget is based on last year's numbers, Ms. Tyler replied on some things not on all things. We always start with zero, but there are items that help determine recurring items from the previous year's budget.

The meeting adjourned at 5:42 pm.