

FINANCE/PERSONNEL COMMITTEE MEETING

Meeting Date: Tuesday, June 13 at 4:30pm.

| Members: | Attendance: |
|----------------------------|--------------------|
| Ms. Annette Johnson, Chair | Yes |
| Mr. Ken Darby | Yes |
| Mr. Michael Prombo | Yes |
| Mr. Steven Megazzini | Yes |

Agenda:

1. Roll Call
2. Public Comments/Questions
3. Acceptance of the following donations
 - a. \$127.96 worth of garden supplies from Novelty Manufacturing Company for Beaupre Elementary
 - b. 2 Alto Saxophones from Mr. Gerald Olsen for the High School Band
 - c. 250 small golf range buckets from Phillips Park Golf Course for Waldo Middle School
 - d. 4 bikes worth \$260 from Keystone Lodge for Beaupre Elementary School
 - e. 4 bikes from Keystone Lodger for Bardwell Elementary School
 - f. \$150 from Harbor Freight Tools for class materials for sixth grade math for Waldo Middle School
4. Acceptance of the following grants
 - a. \$10,000 for Action for Healthy Kids School Grants for Healthy Kids Program for Allen, Bardwell, BKC, Brady, Cowherd, Gates, Hermes, Johnson, O'Donnell and Oak Park Schools.
 - b. \$2,354.40 for Steam Trap Rebate Grant from Illinois Department of Commerce and Economic Opportunity for Johnson School.
 - c. Additional \$10,800 for the Priority Schools Grant from Illinois State Board of Education for Oak Park School
 - d. \$20,000 for the Backpack Program Grant from Sodexo for East Aurora School District
5. Annual Resolutions
 - a. Resolution for District Treasurer
 - b. Resolutions for Depositories
 - c. Resolution for establish Imprest Revolving Fund
 - d. Resolution to establish Petty Cash Revolving Fund
 - e. Certification of the Amount of Treasurers' Surety Bond
 - f. Resolution for Prevailing Wages
6. PMA Refinancing
7. Athletico Contract Extension
8. Veritiv Paper Extension
9. Fiscal Year 2018 Budgets
 - a. Athletics – Activities
 - b. Safety and Security
 - c. Technology
 - d. Superintendent – BOE
10. Old Second National Bank Master Treasury Management Agreement
11. Resolution Authorizing the Sale of Personal Property
 - a. Technology Items
12. Request for the following positions at the Early Childhood Center funded by Pre-K Grant Funds:
 - a. Four (4) FTE Pre-K Full Day Teachers
 - b. Four (4) FTE Pre-K Full Day Teacher Assistants
 - c. .5 FTE Pre-K Full Day Preschool Instructional Leader
 - d. One (1) FTE Pre-K Full Day Preschool Parent Education
13. Request for One (1) FTE Pre-K Full Day Preschool Motor Teacher at the Early Childhood Center
14. Request for .5 FTE Middle School PE Teacher at Simmons Middle School
15. Request for .4 FTE PE/Health Teacher at East Aurora Extension Campus

16. Request for the following positions at East Aurora High School
 - a. .4 FTE Music-Band Teacher
 - b. One (1) FTE Art Teacher
 - c. .4 FTE English Teacher
 - d. One (1) FTE Driver's Education Teacher
 - e. .6 FTE Family and Consumer Science Teacher
 - f. One (1) FTE Industrial Technology Teacher
 - g. .2 FTE Industrial Technology Teacher (Overload)
 - h. One (1) FTE Math Teacher
 - i. .4 FTE PE Teacher
 - j. 1.6 FTE Science Teacher
 - k. .2 FTE Science Teacher (Overload)
 - l. .6 FTE World Languages Teacher
 - m. .8 FTE ESL/Bilingual Teacher (Overload)
 - n. One (1) FTE Auditorium/Little Theater Technical Director
 - o. Three (3) FTE Pupil Personnel Assistants
17. New Business
18. Closed Session, if needed
19. Adjournment

Minutes

Public Comments – None.

Donations – Accepted.

Grants – Accepted.

Annual Resolutions

Mr. Michael Prombo noted these are housekeeping items. The Committee had no questions and moved all to the full board.

PMA Refinancing

Mr. Bob Lewis from PMA Securities presented an update to the District's Debt Restructuring Plan. Mr. Lewis presented the historical trend of interest rates, how the Illinois State Budget situation negatively impacts our bond rating and the interest rate we pay to our bondholders. Ms. Johnson asked if our rating had dropped with the issuance of the bonds last year. Mr. Lewis noted the bond rating we have with the S&P and Moody's has remained consistent.

Mr. Lewis also noted that while the interest rates are low right now, it would not be advisable to refinance since the bonds are not callable and we would end up taking an economic loss. We will be able to consider refinancing in the fall of 2018. The goal of the refinancing is to keep the property taxes level for the taxpayers.

Athletico Contract Extension

Mr. Prombo noted that we are finishing the first year and are looking to extend. Mr. Darby asked if it was a standard increase and that it kind of coincides with the teacher contract increase.

Veritiv Paper Extension

Mr. Prombo noted that we got a 50 cents per case decrease and we have one more year for that extension and then we will go out to bid. Mr. Darby if there is any initiative for reducing paper consumption. The high school assistant principal noted that some things in the schools are going to using more technology for testing, but there are still some things that will have to be paper based.

Ms. Johnson noted that the paper is in their building budgets now so they are responsible for their own consumption.

Athletics – Activities Budget

Mr. Nestor Garcia presented the Athletic – Activities Budget. He went through the summer camps and noted an increase due to an increase in participation. Ms. Johnson noted she would like to see the booster clubs to contribute funds to offset the cost of running the camps. Ms. Reyes-Childress noted that several administrators had met about the booster groups today and will be putting together a draft some guidelines. Mr. Darby noted that since boosters are not-for-profit corporations, he believes they should have operating costs on-hand, but that profits from fundraising should be remitted to the District. Ms. Johnson also noted that since many clubs are going on trips and since the District pays the stipends, the clubs need to start fundraising to offset the costs. She also noted that while the amounts are not significant to the overall budget, this will help the students learn responsibility.

Ms. Johnson asked about the ROTC expenditures and if we were getting reimbursed. Ms. Shields noted that we are being reimbursed.

Ms. Johnson noted that we need to eliminate the raffle prizes. Mr. Darby agreed.

Safety and Security Budget

Mr. Nestor Garcia presented the Safety and Security Budget. He noted that many items in the current year budget were not purchased due to the vacancy of the Buildings and Grounds Director. Mr. Garcia noted that he is currently working on the camera bid which will be a multi-year agreement.

Technology Budget

Mr. Luo presented the Technology Budget. In total, the budget remains consistent. There is a slow shift from infrastructure to devices as we begin to work towards 1:1. He also noted that we have a lot of damaged devices at Fred Rogers Magnet Academy since those students take the devices home. Ms. Johnson noted that we need to enforce the damage charges to the student or check into insurance. Ms. Reyes-Childress noted that the insurance was not a cost-effective option in the past, but she will check again. She will also check with the principal to discuss the situation.

Superintendent – BOE Budget

Mr. Michael Prombo presented the Superintendent – BOE budget. There is not much change from last year's. Mr. Darby asked about the NIU Graduation contract. Ms. Johnson said that we need to have a discussion about whether we want to bring this back to the high school. Mr. Prombo will review the contract.

Old Second National Bank Master Treasury Management Agreement

Mr. Prombo noted this was a housekeeping agreement. The Committee agreed to move it to the full board.

Resolutions Authorizing the Sale of Personal Property

The Committee agreed there were no issues.

Request for the following positions at the Early Childhood Center funded by Pre-K Grant Funds

Ms. Reyes-Childress noted that these positions are related to the new four classrooms as a result of the expansion of the pre-schools. These positions are state mandated with the grant

Request for One (1) FTE Pre-K Full Day Preschool Motor Teacher at the Early Childhood Center

These position is state mandated within the grant, but is not an allowable grant cost.

Request for .5 FTE Middle School PE Teacher at Simmons Middle School/ Request for .4 FTE PE/Health Teacher at East Aurora Extension Campus

Mr. Darby asked if the pay estimate was on the high end because he felt it was a large salary. Mr. Megazzini noted that yes, they provided a higher number to be more conservative to the committee.

Request for the following positions at East Aurora High School

The Committee had several questions about the need for academic teacher positions. Ms. Kosak noted that we are planning on a larger class this year. In addition, we are experiencing higher pass rates in math and science which means they are able to move into another class. Mr. Darby asked if he thought there would be smaller class sizes as a result. Ms. Reyes-Childress noted that these positions will be needed to keep them consistent.

Mr. Darby asked about the position for the Little Theater. Ms. Kosak noted that it is a non-certified position and they have tried doing this as a stipend position, but she cannot find anyone to accept it. Then, they tried offering a double stipend and no one wanted to accept. Mr. Megazzini noted that while working the basic board is something that might attract someone to accept a stipend position. However, the upkeep and repair of all the equipment is also included. Ms. Kosak also noted that maintenance and repairs of the equipment is a safety issue since there are so man electronics.

New Business

Mr. Prombo noted that we have received the estimated property liability fees from Alliant-Mesirow. The increase was up 1.3% to \$401,086. Ms. Johnson noted this was okay to bring to the full board.

Closed Session – None needed.

The meeting adjourned at 6:14pm.