

MID VALLEY SPECIAL EDUCATION COOPERATIVE  
FINANCE COMMITTEE MEETING  
MINUTES

**NOVEMBER 15, 2012 – 1:00 p.m.**

- I. Present: Brad Cauffman, D303; John Knewitz, D303; Jessica Nicholson, D101; Kris Monn, D101; Fran Eggleston, D302; Julie-Ann Fuchs, D302; Jerel Waide, D304; Donna Oberg, D304; Greg Rabenhorst, D301; Sue Caddy, Mid Valley; Carla Cumblad, Mid Valley
- II. There is a fund balance, adjusted for tuition reimbursements and personnel reimbursements, at the end of FY12 of \$258,867. When researching this issue, Sue believes that it comes from accumulated Medicaid – administrative outreach.
  - a. In previous discussions, the finance committee has recommended that these outreach funds be used for curriculum and technology purchases. Mid-year, the decision was made to also fund the Shelby building with these funds.
  - b. Admin Outreach
    - Estimated FY 13 balance after subtracting obligations (67,535) and adding anticipated revenues—191,332.
    - Reserve balance – Shelby. Projecting out the next four years of rent at Shelby and subtracting it from the FY13 balance yields 15,577.
    - It is anticipated that Medicaid revenues will continue at an estimated 60,000 per year.
    - The 5-year Capital Plan (MJC) is going to be completed in the next two months.
    - It is recommended that the use of these funds be reviewed again when the capital plan is completed.
- III. Grant
  - a. Allocations and amendments: Sue distributed the adjusted allocations with the carryover amounts. For some reason, the preschool carryover has not been included in recent years. Carla will input the appropriate allocations.
  - b. Deadline to submit amendment to Carla: December 14, submission by December 21.
- IV. Discuss timing of final bills. All districts received refunds in final bills. Sue proposed that she send final bills after June 30 (including safe schools if it has arrived), no later than August 15, and make final adjustments after the audit. Second semester adjusted bills have helped with district planning.
- V. Free lunch program
  - a. Sue distributed eligible students by district. There was a discussion about the pilot lunch program in D302 and D303.
- VI. Budgeting for FY13: The committee agreed that all budgets, with the exception of Admin and O&M, will be presented to the Finance Committee in aggregate in order to get a more concise financial picture of the tuition costs. The budget calendar and Finance Committee meeting dates were adjusted accordingly, as follows:

- a. Budget calendar
  - December: Cancelled.,
  - January: Present admin budget, O&M, Safe Schools, ALOP, Facilities Study
  - February: All other program budgets will be presented in aggregate (New Pathways, PALS, CLASS, New Directions, OT/PT, HI, VI, APE, Vocational, Psych, Health, Speech, Social Work, SAIL/Total, Multi-Needs, VIP)
  - March Board Workshop
  - March Finance Committee with possible recommendations from the board.
- b. Parameters from districts (IMRF rate is increasing by 2.5 %; Same WC)
- c. Known retirements by fiscal year. Next year, we anticipate a savings of 14,232; 2014, we anticipate a savings of 121,410; and 2015, we anticipate a savings of 164,447.
- d. Salary and benefits (Brad will email projected insurance increases.)
- e. ALOP Grant: Registering students through the ROE this year in order to claim them next year.
  - Program Improvement: Vehicles, Drug/Alcohol Counselors, etc.
  - Some reduction in program cost as allowable by grant (some limitations); will research options for the January meeting
- f. Safe Schools: It is anticipated that the Safe Schools funding will no longer be available from the state. This issue will be taken to the board for a decision about tuition-based programming without grant offset.

VII. Confirm meeting dates

November 15, 2012	1:00 p.m.	
<del>December 20, 2012</del>	<del>1:00 p.m.</del>	Cancelled
January 17, 2013	1:00 p.m.	
February 14, 2013	12:00-3:00 p.m.	We will provide lunch.
March 21, 2013	1:00 p.m.	(Tentative)

