

**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304
227 NORTH FOURTH STREET, GENEVA, KANE COUNTY, ILLINOIS
FINANCE COMMITTEE MINUTES**

The Board of Education Finance Committee met at 6:00 p.m. on Monday, April 8, 2013, at Williamsburg Elementary School, 1812 Williamsburg Avenue, Geneva, Illinois.

1. CALL TO ORDER

The meeting was called to order at 6:03 p.m. by Chairman Wilson.

Committee members present: Tom Anderson, Kelly Nowak, Bill Wilson. Late: None.
Absent: Mike McCormick.

Administrators present: Elizabeth Janowiak, Director of Technology; Donna Oberg, Assistant Superintendent Business Services; and Dr. Kent Mutchler, Superintendent.

Others present: Dawn Lutz, Chris Bourdage, Jane Bass, Donna Erickson, Kate Ritter, Dan Garrett, Sandra Ellis, Tammy Thompson, Kim Hollis, Ellen Landon.

2. PUBLIC COMMENT

None.

3. APPROVAL OF MINUTES

3.1 March 11, 2013

Motion by Nowak, second by Wilson, to approve the minutes, as presented. Ayes, two (2).
Nays, none. Motion carried.

4. DISCUSSION/CONSIDERATION

4.1 Five-Year Technology Plan: Progress/Future Planning

The Director of Technology provided an overview of the Technology Capital Plan. In 2011, the plan was endorsed by the Board and the first two phases were approved. The plan was developed to support teaching, learning, and operational goals of the District, assist in long-range decision making and financial planning.

Since 2011, \$1,718,039 has been used to improve infrastructure (cabling, WAPs, virtualized servers, switches, fiber network), teaching and learning (projectors, computers, monitors, portable devices, ESTART pilot), and operations (phone system, security system, firewall, audio system, Exchange 2010).

Identified Phase 3 needs include:

Network

O&M Fund - 2nd payment of fiber contract to City of Geneva, increase wireless access points by 25%, PoE switches and power injectors to accommodate additional WAPs, storage drives for primary and secondary SANs, Web filter upgrade and service extension, uninterruptable power supplies).

Education Fund – replace antiquated workstations in critical areas, portable computer equipment used by staff, projector and printer replacements, portable computer equipment for students, new curricular / PD based initiative. ESTART refined by selected participants, a student technology aspect, C³ Learning network, and focused on transforming education.

The original five-year plan projected costs of \$3,451,400. Expenditures for Phase 1 & 2 were \$1,718,039. Estimated expenditures for Phase 3 are \$1,232,500. Leaving a remaining balance of \$500,861.

Discussion, comments, questions: Hope to see ESTART move from a pilot to a second year. (The teachers apply to have a program in their classrooms and we will probably have a teacher component but we just don't know what type yet. The curriculum and teachers need to drive the process.) Would like to see ESTART continue in some form/format for a second year to determine whether it could serve a larger population. If students bring their own device, there would be a problem connecting to the District's network, what improvements would be necessary to accommodate bring your own device? (Upgrade the web filter. District employees have a user name and password but guests are very restricted. An upgraded web filter would allow multiple levels of access to the internet and guests could only use a captive portal and would need a user name/password.) Will we have enough bandwidth for all users? (Yes, for right now and the next 2-3 years. But, if all students and staff use their own devices, we'd need to upgrade.) Heard a speaker at the IASB Kishwaukee meeting on 1 to 1 and moving toward more classroom sets of devices, both Mac and PC. Our students need to learn how to use both and I'd like us to think about having the devices rotate monthly between classrooms. It's good to see plans for technology use and would like to hear from the teachers again in the future.

The Superintendent thanked the Technology Director and her staff. He also thanked Geneva Academic Foundation and the Fabyan Foundation for their support of technology.

Janowiak asked if the Committee had any additions or deletions they would like made to the plan before it's presented to the full Board.

Members suggested assumptions for a contingency plan, context for curriculum, what teacher groups would look like, and plans for added security cameras on the school buses.

4.2 2013-2014 Preliminary Budget: O&M/Transportation

Oberg reviewed the revenue and expenditure assumptions for the preliminary 2013-2014 O&M/Transportation budget. The governor is talking about reducing regular education funding to the 70% level. The bus buy-back and placeholders for salary and insurance are included. Homeless transportation was about \$7,000 this year. Last year, \$40,000 was budgeted, so will reduce this amount to \$25,000. There will be no bus buy-back in 2013-2014. The buy-back program causes our budget to go up or down every other year.

Preliminary 2013/2014 Transportation Budget projections:

Revenues +\$10,040,508; Expenses -\$12,058,279; Deficit \$2,017,771.

Preliminary 2013/2014 O&M Budget projections:

Beginning Balance +\$6,285,222; Revenues +\$10,040,508; Expenses -\$9,616,879; funded from fund balance reserve: Technology Plan -\$308,400; Capital Improvement Plan - \$1,133,000; Coultrap Demolition -\$1,000,000; Projected Ending Fund Balance +\$4,267,451.

Discussion, comments, questions: The bus buy-back program was implemented because it was economical. In light of the state's reduction for transportation to a 70% level, it may be time to see if this is still in our best interest financially and to take another look at our assumptions. (Agree, especially with the governor's plan to reduce funding and for school districts to be responsible for all transportation costs and to charge parents for the cost of transportation regardless of where they live.) Property tax revenues are down by \$200,000 next year and since we are at the maximum rate now, we would need a referendum to change it. Even though we are looking at an overall decrease of about \$2 million, we are projecting a deficit of about \$2 million.

It was the consensus of the Committee that the preliminary 2013-2014 O&M/Transportation budget could precede to the full Board.

4.3 Forecast Five

Oberg reported that she has spoken to Scott Smith at PMA and they had discussed examples of how this program could be used to orient new board members and to make projections for specific financial scenarios. She recommended that we try the program for one year to determine where it would be a good tool. Consensus was support for a one-year trial.

5. **FUTURE AGENDA ITEMS**

5.1 2013-2014 Preliminary Budget Education Fund, May, 2013

6. **ITEMS FOR RECOMMENDATION TO FULL BOARD**

6.1 Five-Year Technology Plan

6.2 2013-2014 Preliminary Budget: O&M/Transportation

6.3 Forecast Five

It was the unanimous consensus of the Committee members to move all three of the above items on to the full Board for consideration.

7. **INFORMATION**

7.1 Investment of Working Cash Bond Funds

Oberg reported this has been a good investment and provided a handout which summarized costs and net interest which totaled \$168,984.93.

7.2 State Payments

Oberg reported that we received the second quarter State payment in December and are still owed \$951,000.

8. **ADJOURNMENT**

At 6:54 p.m., motion by Nowak, second by Wilson, and with unanimous consent, the meeting was adjourned.

APPROVED _____
(Date)

_____ CHAIRPERSON
(William R. Wilson)

RECORDING
SECRETARY _____
(Dr. Kent Mutchler)