

**MID VALLEY SPECIAL EDUCATION COOPERATIVE
FINANCE COMMITTEE MEETING
MINUTES**

DECEMBER 17, 2018

- I. Present: Anne, Seth, Mike, Lisa P., Fran, Tony, Dean, Marianne, Lisa S., and Nancy

- II. IDEA
 - a. Shared FY19 final IDEA Flow Through & Preschool Allocations.
 - b. Provided IDEA Memo and Changes from ISBE regarding the districts taking over and reporting their own IDEA flow through and preschool expenditures.
 - c. Discussed the IDEA flow through funding for Mid-Valley. MV will present an IDEA budget in January. Once a budget is agreed upon, MV will then bill the districts' portion of the IDEA MV funds. Talked about billing by the percentages in the Articles of Agreement. This bill will be sent to the districts separately from the tuition bill.

- III. Substitute Rates
 - a. Shared the Unfilled Positions report with the committee. From the beginning of the year until December 4 there have been 204 unfilled support staff positions and 71 certified staff positions.
 - b. Shared a chart showing the Substitute TA Rates for both Cooperatives and Districts which also showed the average rates. Indicated that MV has more of a need for substitute TA's due to MV's TA's who are certified filling in for the teachers when they are absent. All agreed to recommend to the Advisory Board a daily rate of \$95 and \$110 a day for long term substitutes. No royalty rate.
 - c. Shared another chart showing Substitute Teacher Rates for both Cooperatives and Districts which also showed the average rates. All agreed to recommend to the Advisory Board a daily rate of \$105 and a long term rate of \$140. No royalty rate.

- IV. Tuition Procedures
 - a. Shared the revised billing procedures which outline the change in the percentages billed (70% billed over 4 months) for 1st semester. The remaining 30% on the February bill.
 - b. We also discussed billing differently for part time students since ISTAR now is capable of calculating partial enrollments based on FTE. If the districts have students who do not attend 5 days a week they should be entering the FTE into ISTAR. ISTAR then will change the enrolled days by the FTE entered. For instance, a district that has a student only attending 3 days a week should enter in .60 FTE in a MV program. If the total enrolled days for the program is 175 days, the student will only be charged for 105 days enrolled (.60). This will only work if the FTE is entered in by the district.

- V. Capital Outlay Plan
 - a. Discussed Funding for Air handling units 1 & 2. Since FY19 budget has already been established all districts would rather pay for both units in one year (FY20) with the work being done this July. Approximate cost per district \$100,000. The cost will probably come in at a better price if both are done at once rather than spreading the work over 2 summers. We will be listed as an alternate on St. Charles D303's bid. Not sure how that will turn out being an alternate but we will work with Seth and John Baird at D303 once the bids come in to determine a fair cost. Getting this project done over one summer will also allow MV to have ESY at MJC in the summer of 2020.

- VI. Technology: Let the districts know that MV has put together a technology committee and will be providing more information about hardware and software needs at the January and February finance meetings. The technology committee will be coming up with a technology rotation plan. MV's technology needs are not as great as the districts. MV would like to spread out technology costs over quite a few years.

- VII. ALOP
 - a. Shared final ALOP Revenue & Expenses for FY18. Received over \$310,000 in May due to the Appropriation. Received the highest revenue since we started the ALOP program. The ROE is telling us we will receive another appropriation again in FY19.
 - b. Shared the preliminary Revenue & Expenses FY19. Hoping for another lump sum payment in May like last year. Do not think MV will receive as much in FY19 as in FY18. Hoping that this will be the last year that they will have to ask for an appropriation. The state did not consider ALOP funding when moving to the base funding minimum.

- VIII. Budgeting
 - a. Shared Mid-Valley's budget calendar.

- IX. Future Meeting Dates
 - a. January 28, 2019, 12:30 – 1:30.
 - b. February 25, 2019 – Budgets 12:00 – 2:00.

- X. Adjourned at 1:30 p.m.