

Minutes of Finance Committee Meeting

The Board of Education Prospect Heights School District 23

A Finance Committee Meeting of the Board of Education of Prospect Heights School District 23 was held Tuesday, May 1, 2018, beginning at 10:00 AM in the Grodsky Administration Center.

I. Call to order

Present: Mrs. Peters, Mrs. Botwinski, Mrs. Stavropoulos, Mr. DeBartolo, Dr. Samojedny, Dr. Angelaccio

II. Discussion item(s)

A. Discussion of Apple Purchase Program

Discussed proposed staff personal purchases of technology devices and equipment utilizing the Apple Purchase Program in Fall 2018. The main discussion involves (1) if the District will permit employees to finance such purposes, (2) if the District permits financing, how many installments will the employee be allowed to finance and (3) what safeguards will be put in place if such financing is permitted.

The committee was comfortable with the limited risk associated with supporting pay deducts and approved the plan for the program.

B. Final discussion of weekly bill pay resolution for recommendation to the Board of Education

No proposed changes to the current weekly bill pay resolution for FY2019; Will include in consent agenda for BOE approval.

C. SEIU vacation day buyout

Discussion of concerns and benefits associated with a vacation buy back possibility for SEIU members. The committee did not recommend moving this item forward at this time.

D. Title I Grant Amendment

Dr. Samojedny presented and discussed the amendment to the Title I Grant that is being proposed for submission. As was the case last year, there is an amendment to the grant which is required due to additional allocations of dollars as well as shifting of resources based upon need in other areas. The committee supported the amendment to the grant. This will also be presented for discussion and approval at the Board meeting.

E. Prospect Heights School District 23 and Arlington Heights School District 25

Intergovernmental Agreement for Food Service Management

Presentation and discussion of the 2018-19 IGA between D23 and D25 as required by ISBE. No changes to the existing IGA. Will include in consent agenda.

F. Transfer of Unused Contingency Funds

The District currently possess about \$170,000 in unspent contingency funds. It is anticipated that the District will not need to use these funds by the end of the fiscal year. As such, a discussion of transferring where to transfer or use these funds occurred. The administration is recommending that these funds be transferred to capital projects and/or used for other needed projects/items from the capital plan or educational planning needs. The administration also recommends the transfer of the rental proceeds for the facility usages to capital projects.

The committee discussed the concerns and benefits and is in agreement with the recommendation. This will be presented at the Board meeting.

G. Expenditure of Remaining Building Funds

As with the contingency funds, a balance of building funds that were allocated for use in 2017-18 remain. The administration also recommends these funds be allocated to support capital projects and/or used for other needed projects/items from the capital plan or educational planning needs as determined by the principals.

The committee discussed the concerns and benefits and is in agreement with the recommendation. This will be presented at the Board meeting.

H. Disposal Resolution for Tech Equipment

III. Old business -- Item(s) discussed at previous Finance committee meeting(s)

A. Update on financial advisor recommendation and timeline process

The committee was updated on the items discussed last month regarding recommendations on revenue issues including the recommendation of a financial advisor to help in the analysis. The timeline for considerations and decisions as it pertains to the prospect of new revenues was also updated.

B. Approval of Minutes - April 3, 2018 meeting

The Finance Committee recommends approval of the minutes from the April 3, 2018 as written. Motion passes 2-0.

IV. New business -- Item(s) to be discussed at future Finance committee meeting(s)

V. Adjournment