

# Minutes of Finance Committee Meeting

## The Board of Education Prospect Heights School District 23

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A Finance Committee Meeting of the Board of Education of Prospect Heights School District 23 was held Monday, December 2, 2019, beginning at 5:30 PM in the Grodsky Administration Center.

I. Call to order

5:40

Present: Members Botwinski, Paul, Peters; Admin McPartlin, Zaher, Angelaccio

II. Discussion item(s)

A. 2019 Tax Levy

We discussed the final 2019 tax levy which will be approved at the December 11, 2019 BOE meeting. After additional review, the levy document remains unchanged from the tentative at 4.99%. Copy of the Truth in Taxation Hearing Notice for publication has been attached for review and was posted in the newspaper today.

B. Transportation Update

Status of ongoing discussions with First Student and route/ridership analysis.

C. EDP Fees

The Business Office has met with the Director of EDP to discuss the program and its needs for the coming year. At this time, District is not recommending any increase in fees for the 2020-21 school year.

D. Furniture Planning & Budgeting Discussion

Status of discussions of furniture planning and replacement cycles at the buildings. Working with vendor to develop “standard” components in classrooms.

E. Disposal of Surplus Equipment

There is one disposal resolution to be considered for processing and approval at the December 11, 2019 BOE meeting. Administration has requested the disposal of certain items from custodial storage areas that are to be considered junk that currently have no value for resale.

F. Monthly Forecast<sup>5</sup> Financial Reports

Monthly review of Year to Date Revenue and Expenditures.

G. 2019 Annual Statement of Affairs

The District's Annual Statement of Affairs for FY19 has been prepared, sent to the Treasurer and ISBE in accordance with requirements. It has also been posted in the Daily Herald and on the District's website.

H. Fraudulent Check Instances

Discussion of instances of check fraud and ongoing investigation with the Prospect Heights Police Department.

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

A. Approval of Minutes - November 4, 2019 Finance Committee Meeting

The Finance Committee recommends approval of the minutes from the November 4, 2019 as written.

Moved – Peters; Second – Botwinski; Approved 6-0

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

Date for next Finance Committee meeting.

V. Adjournment

6:50pm