



To: Board of Education
Dr. Jon Bartelt, Superintendent

From: Ms. Valerie Varhalla

Re: Resolution of Designation to Prepare the Budget

Date: June 26, 2023

**Bloomington
School District 13**
164 Euclid Avenue
Bloomington,
Illinois
60108-2604

Phone:
630-893-9590

Background:

At tonight's Board of Education meeting, a preliminary budget for 2022-2023 will be presented and discussed. The next step is to follow section 105 ILCS 5/17-1 of the Illinois School Code pertaining to the annual budget, which requires a person or persons be designated to prepare the annual budget in tentative form.

Situation:

At tonight's meeting, the Board of Education will be presented a resolution that will appoint Valarie Varhalla, CSBO and Treasurer, to prepare the tentative budget for fiscal year 2023-2024. The resolution also directs the CSBO and Treasurer to place the tentative budget on public display for 30 days prior to adoption. As a matter of convenience, I have attached the resolution to this memo.

Recommendation:

It is the Administration's recommendation that the Board of Education of Bloomington School District 13 adopt the attached Resolution for the Designation of the Finance Director and Treasurer to prepare the annual budget, as written.

Dr. Jon Bartelt
Superintendent
jbartelt@sd13.org

Mrs. Nicole Gabany
Director of Teaching and
Learning
ngabany@sd13.org

Ms. Samia Hefferan
Director of Student Services
shefferan@sd13.org

Mr. Richard McCall
Director of Technology
rmccall@sd13.org

Mr. Marcos Rosales
Director of Buildings
and Grounds
mrosales@sd13.org

Ms. Valerie Varhalla
Director of Finance
vvarhalla@sd13.org

**RESOLUTION FOR THE DESIGNATION OF THE FINANCE DIRECTOR AND
TREASURER TO PREPARE THE ANNUAL BUDGET**

WHEREAS Section 105 ILCS 5/17-1 of the Illinois School Code pertaining to the annual budget requires that a person or persons be designated to prepare the annual budget in tentative form,

BE IT RESOLVED by the Board of Education of School District 13 in the County of DuPage, State of Illinois, that Valerie Varhalla, currently serving as the district’s Director of Finance and Treasurer, is hereby appointed to prepare a tentative budget for said School District for the fiscal year beginning July 1, 2023 and ending June 30, 2024, and

BE IT FURTHER RESOLVED that such tentative budget shall be filed with the Secretary of this Board, and shall be made conveniently available to public inspection for at least 30 days prior to final action thereon, and

BE IT FURTHER RESOLVED that notice of availability for public inspection and of scheduled public hearing shall be printed in a newspaper published in the district at least 30 days prior to the time of such hearing.

Adopted at the regular meeting of the Board of Education of Bloomingdale Elementary School District 13 on June 26, 2023 and recorded in the official minutes thereof.

President

Secretary

Notary