



LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
Finance Committee Meeting Minutes
Thursday, May 23, 2024 at **6:30 PM**

BOARD OF EDUCATION
Kevin Daly, *President*
Peter D. Theodore, *Vice President*
John P. Vranas, *Secretary*
Myra A. Foutris
Jay Oleniczak
Rupal Shah Mandal

ADMINISTRATION
Dr. David L. Russo, *Superintendent of Schools*
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum and Instruction*
Courtney Whited, *Business Manager/CSBO*

Minutes of the Finance Committee Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Marvin Garlich Administration Building 6950 N. East Prairie Road, Lincolnwood, Illinois 60712, on Thursday, May 23, 2024.

1. CALL TO ORDER/ROLL CALL

Chair Theodore called the Finance Committee meeting to order at 6:31 p.m. Roll call was taken and a quorum was not present. No formal recommendations were taken, but members continued with their discussion.

FINANCE COMMITTEE MEMBERS

Peter D. Theodore (BOE), Chair
Jay Oleniczak (BOE), Co-Chair

FINANCE COMMITTEE MEMBERS NOT PRESENT

John P. Vranas (BOE)
Michael Bartholomew, Community Member
Maja Kenjar, Community Member
Steven Pawlow, Community Member
Paul Stellatos, Community Member

ADMINISTRATORS/STAFF

Dr. David L. Russo, Superintendent of Schools
Dr. Dominick M. Lupo, Assistant Superintendent for Curriculum and Instruction
Courtney Whited, Business Manager/CSBO
Jordan Stephen, Director of Technology

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Finance Committee Meeting Minutes - **APRIL 18, 2024**

The Finance Committee did not take any action relative to the April 18, 2024 minutes due to the lack of a quorum.

4. FUND BALANCE REPORT

a. Fund Balance Report - **MARCH 2024**

Courtney Whited, Business Manager/CSBO, presented the Fund Balance Report for March 2024.

5. OLD BUSINESS

a. LBSA Waiver Request- FY25 Facilities Rental Fees

The Finance Committee members in attendance agreed to table this item until the next meeting.

6. NEW BUSINESS

a. Fiscal Year 2025 Preliminary Budget Assumptions

Courtney presented the FY25 Preliminary Budget Assumptions explaining that the Final Budget is expected to be presented at the September Board of Education meeting for adoption. She explained the payroll adjustments that will take place with staffing including the number of staff set to retire, those who may advance a class on the salary schedule, and the number of teachers qualifying for the longevity stipend. There was also discussion related to foreseeable significant expenditures and revenues.

b. FY25 Workers' Compensation Insurance Coverage from (IPRF) Illinois Public Risk Fund

The Finance Committee members in attendance stated their support of the Administrative recommendation to accept the Workers' Compensation Insurance Coverage from Illinois Public Risk Fund in the amount of \$61,426 for the period beginning July 1, 2024 and ending June 30, 2025.

c. Resolution to Transfer Funds

The Finance Committee members in attendance stated their support of the Administrative recommendation to accept the Resolution to Transfer \$211,965 from the District's Education Fund 10 to the Capital Projects Fund 60 on or before June 30, 2024.

d. FY25 Early Childhood Alliance Contribution

The Finance Committee members in attendance stated their support of the Administrative recommendation to contribute \$2,000 in FY25 to the Early Childhood Alliance.

e. Alternative Learning Opportunities Program

Dr. Russo discussed the Alternative Learning Opportunities Program (ALOP). This is a program sponsored by the North Cook Intermediate Service Center (NCISC) and provides an advocate to support students identified as at-risk in academics, behavior, attendance, etc. Dr. Russo explained that the administration conducted a needs assessment to determine sufficient students exist within the District who could benefit from the program. The advocate could support between 25-32 students in grade 4-8. ALOP comes with a one-time \$40,000 cost. In subsequent years, students identified for ALOP generate State funds for NCISC funding the program. Dr. Russo and Mr. Atkinson have met candidates to be the District's student advocate and come away impressed by both candidates. Dr. Russo explained the new Director of Student Services is different from the ALOP advocate because the new Director will oversee the EL and Intervention Departments. They will not work with individual students, while the advocate will work one-to-one and in small groups. The Administration will provide the advocate with office space and clear lines of communication will be established with the Administration with an expectation that the advocate informs Administration regarding significant issues with students. The Committee members in attendance asked about liability and Dr. Russo said the District would be entering into an Intergovernmental Agreement (IGA) with NCISC to govern the relationship. The IGA has been vetted by Legal Counsel.

The Finance Committee members in attendance agreed that the item should not appear on the Consent Agenda. It will be listed as a stand-alone agenda item so the full Board can ask any questions before voting on the matter.

f. Interactive Display Purchase and Installation

The Finance Committee members in attendance stated their support of the Administrative recommendation to accept the agreement from Midwest Computer Products for the purchase and installation of Interactive Flat Panel Displays in the amount of \$101,368.49.

g. CDWG- Rutledge Hall Charging Carts

The Finance Committee members in attendance stated their support of the Administrative recommendation to accept the Quote from CDW-G for Charging Carts in the amount of \$11,121.66

h. 2024-2025 Encyclopedia Britannica Renewal

The Finance Committee members in attendance stated their support of the Administrative recommendation to accept the agreement from Encyclopedia Britannica for the Britannica School Subscription in the amount of \$1,000.00 from July 1, 2024 till June 30, 2025.

7. District Purchasing Update(s) - *Dr. David L. Russo, Dr. Dominick M. Lupo, Jordan Stephen*

- a. BrainPop for 2024-2025
- b. Brightly for 2024-2026
- c. FastBridge Renewal for FY25
- d. Finalsity for 2024-2025
- e. Learning A-Z Go for 2024-2025
- f. Newsela for 2024-2025
- g. Powerschool SIS for 2024-2025
- h. Powerschool Enrollment for 2024-2025
- i. Schoology for 2024-2025
- j. SeeSaw for 2024-2025
- k. Writable for 2024-2025
- l. PLTW for 2024-2025

8. District Finance Update - *Courtney Whited, Business Manager/CSBO*

a. Crossing Guards for the 2024-25 school year

Dr. Russo shared a brief history of the relationship between the District and Village of Lincolnwood related to crossing guards. Up to this point, the two bodies have split the costs with the Village identifying and training personnel. The Village contracted a third-party vendor to provide the service and said that company has underperformed throughout the year. Therefore, the Village asked if the District would take over the responsibility of finding cross guards. The Village would continue to train and split costs. The District is working to identify crossing guard personnel. Our initial inquiries suggest that we could find individuals at a substantial cost savings. The Committee gave the Administration direction to continue to explore this, which may result in an Amendment to the Intergovernmental Agreement with the Village.

b. The May 21, 2024 Facilities Committee agenda included preliminary discussions pertaining to renovations at Todd Hall. The initial estimate is approximately \$6.5 million.

Dr. Russo explained that the Facilities Committee reviewed a concept plan from Studio GC for renovations to interior classroom spaces and the HVAC system at Todd Hall. The Facilities Committee members in attendance gave Administration direction to continue exploring the possibilities of this project. Courtney discussed the estimated \$6,500,000 budget. The Committee members in attendance would like to hear about different options for financing and support the Administration exploring next steps.

9. ADJOURNMENT

The members in attendance stated their support to adjourn the Finance Committee meeting. The Finance Committee meeting was adjourned at 7:35 p.m.

The next Finance Committee meeting will be Thursday, June 13, 2024 at 6:30 p.m. The public is welcome.

Peter D. Theodore, Chair

Jay Oleniczak, Co-chair