

# 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 Monday, April 1, 2019, beginning at 5:30 PM in the Grodsky Administration Center.

### I. Call to order

Present: Members Botwinski, Peters; Yianni Bertso, Network Manager; Maria Stavropoulos, Director of Technology; Administration: Zaher, Angelaccio, and DeBartolo.

### II. Discussion item(s)

#### A. Discuss status of transition from AT&T on telephone services

We discussed the completion of the transition from AT&T on all telephone services except for the 2 cellular telephones the District continues to provide to employees. One of those cell phones will be eliminated in August 2019. The District has switched its POTS service, PRI service and, most recently, long distance service away from AT&T to a telephone service broker, Granite. The broker allows for contracts that do not contain long term agreements that limit district options, flexibility for options and savings when considered in full across all products.

#### B. Discuss recommendation to purchase new telephone system

The Business Office, in conjunction with the Technology Department and Buildings and Grounds Department, recommends the purchase of a new telephone system for the District. The cost for the telephone system is part of the District's long-range facilities plan and was contained in the purpose for issuance of bond proceeds issued on February 13, 2019.

We discussed the telephone system, integration into the District's other long-range facilities components and timing of the recommendation.

#### C. Discuss 2019-20 EBC health and dental insurance rates

We discussed the final rates and costs for health insurance based upon the final renewal rates provided at the March 21st EBC meeting.

#### D. Discuss transition of custodians from annualized salary to pure hourly employees

We discussed how to make the transition from annualized salary to pure hourly pay in the least impactful manner on our custodians. We began this discussion last year and decided to deal with it when the transition actually occurred from FY 2019 to FY2020.

As you may recall, the custodians would lose a paycheck (albeit no monies) in

the transition due to when time cards actually require processing. The proposal last year was to pay vacation time to these individuals in a one-time agreement. Both board members voiced concern for this recommendation and were not in support of this action at this time.

E. Discuss requests of building principals for use of unexpended funds

We discussed the use of unexpended funds in the buildings. As discussed last year, recommended by the Finance Committee and approved by the BOE, the buildings have once again acted responsibly in their use of budgeted funds. However, there are funds that remain unexpended. The administration is requesting use of those funds by the buildings for purposes such as furniture, murals, student driven/centered technology, etc. Final available funds will be calculated and included in the board packet.

F. Discuss recommendation to approve amended budget

Discussed approval of an amended budget based upon the increased revenues provided by bond proceeds and grant funds as well as increased expenditures due to a higher private tuition and requests to use funds for furniture by the building principals, the Business Office recommends amending the budget. If this is to be done, the BOE needs to approve a resolution at its April meeting, hold a public hearing and approve the amended budget by the end of the fiscal year.

It is recommended in order to clean up the accounts in advance of the audit and a new CSBO. However, it is not required.

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

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

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

Moved by Peters; Second by Botwinski

Passes 5-0

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

V. Adjournment