

HARVEY PUBLIC SCHOOLS DISTRICT 152
Finance Committee Meeting Minutes
Monday, February 5, 2018
1:00 P.M.

The meeting was called to order at 1:37 P.M.

Present at the meeting were: Board members: Tyrone Rogers

Administration: Dr. Lela Bridges, Dr. Longo, Dr. McEnroe, Ms. Whitenhill and Ms. Dana Nichols

Others: Ms. Nicole Wright

ERATE Application

Ms. Dana Nichols, Director of Curriculum presented ERATE funding for the last three years. Ms. Nichols explained that the funding year for ERATE is at the beginning of the year vs. the fiscal year. So right now, the District is applying for the year 2018. Ms. Nichols pointed out Category 1 & 2 for the years of 2015-16, 2016-17 and 2017-18. Years 2015-16 and 2016-17 are under appeal. Telephone service funding is declining each year. The district will review transitioning over to Voice over IP services since the cost is cheaper than the lines the district currently have in place. The district may incur the cost of changing over the equipment. Once the application is submitted and approved a decision will be made if we indeed need to purchase new equipment.

An audit will be done on the phone lines and district cell phones.

Voice IP services, Internet Access and Equipment will be added to the 2018 application.

ERATE Consultant Proposal

The 2018 ERATE Application is due March 21, 2018 and must be post marked 28 days prior to the due date. The District is in need of a Consultant to get the 470 Application posted within the required timeline. Four proposals were presented: GETFUNDED, Infinite Connections, Inc., Connected Consulting Services and Client First. After further review of proposals and discussion Client First was selected and will be presented at the February 20, 2018 Board of Education Meeting.

The goal is to train District staff member- Oscar Herrera on rules, regulations and application submittal.

Ms. Shirley Fowlkes, District Project Manager needs to be commended on all the hard work she has dedicated to ERATE over the past years and years to come.

Technology Consultant

Three proposals from the following: CalKin Technology, Ricardo Vilchez and E2 Services Technology Solutions were presented to the committee by Ms. Nichols. The committee reviewed and discussed Network Reconfiguration: Scope of work, Key Assessment Issues, Email Migration, Setup and cost for

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each proposal. Calkin Technology was selected by the Committee and will be taken to the Board of Education for approval at the February 20, 2018 Board of Education Meeting.

Issue of Bonds

Dr. Rob Grossi has contacted Eugene Varnado at the Thornton School Treasurer Office regarding the purchase of 1.7 million Working Cash bond issue. The rate level of 2.20% is a fair rate and Dr. Grossi will proceed with coordinating the legal documents for the closing. The funds will be used for Capital projects in the district during the summer of 2018.

Stem and Communications

The district has been approved By ISBE to build 2 STEM Labs at Gwendolyn Brooks Middle School. A construction timeline will be presented by March or April 2018. Creative Learning Systems will be invited to do a 15-minute presentation during the Board of Education Meeting on Tuesday, February 20, 2018.

Facilities Usage Request

Facility usage request were presented from Heroes for Harvey and the Illinois Bobcats Basketball Organizations to use Gwendolyn Brooks Middle School Gymnasium. The committee discussed conflicts in the dates and times due to prior commitments for Gwendolyn Brooks School. Further requirements and documentation must be presented to make a clear determination for usage. The committee will reach out to the Organization supervisors for more information.

Invoices over \$10,000

The invoices were examined and discussed.

Compliance and Health/Life Safety

South Cook ISC submitted documentation on the outstanding job done by Ms. Nichae Whitenhill, Buildings & Grounds Director and Mr. Charles Givines at addressing concerns/violations that were submitted during the Health and Life Safety visit in December 2017. Health/Life Safety are a high priority at Harvey School District 152. Congratulations on a job well done.

The meeting ended at 3:21 PM.

The Next Finance Committee Meeting was expected to take place on March 5, 2018 but will be rescheduled until the following Monday, March 12, 2018 at 1:00 p.m.

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Action Items:

1. To approve First Client as the District ERATE Consultant as presented.
2. To approve CalKin Technology as the District Technology Consultant as presented.
3. To approve the construction of 2 STEM Labs at Gwendolyn Brooks Middle School.