



**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304  
227 NORTH FOURTH STREET, GENEVA, KANE COUNTY, ILLINOIS  
FINANCE COMMITTEE MINUTES**

The Board of Education Finance Committee met at 6:30 p.m. on Monday, November 16, 2020, at Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

**1. CALL TO ORDER (Policy 2:220)**

The meeting was called to order at 6:30 p.m. by Dave Lamb.

Committee members present: Taylor Egan, Dave Lamb, Mike McCormick, John Thomas.

Staff present: Mike Wilkes, Director for Technology; Anne Scalia, Director for Student Services; Shonette Sims, Director for Learning & Teaching; Dr. Andy Barrett, Assistant Superintendent for Learning & Teaching; Dr. Dean Romano, Assistant Superintendent for Business Services; Dr. Kent Mutchler, Superintendent.

**2. PUBLIC COMMENT (Policy 2:230)**

None.

**3. APPROVAL OF MINUTES (Policy 2:220)**

1. October 13, 2020

Motion by Egan, second by Thomas, to approve the minutes as presented. Ayes, four (4) Egan, Lamb, McCormick, Thomas. Nays, none (0). Absent, none (0). Abstained, none (0). Motion carried unanimously.

**4. DISCUSSION/CONSIDERATION**

1. Review of Multi-Year Forecast Assumptions (Policy 4:20)

Dr. Dean Romano shared the multi-year financial projections, which will be used to start the draft baseline budget. From there, we will go through the process for the preliminary budget, and then move into the rest of the process. The FY21 draft assumptions consist of the levy that includes the EAV, new property, CPI, and tax collection rate of 99.75%; and the budget that includes salaries, benefits, FTE projections, purchased services, supplies and expenses. The next step is to develop the draft base multi-year projections, then develop and integrate preliminary budgets, followed by the draft, tentative and final FY22 budgets.

Comments, questions, concerns: Are you confident the collection rate will not take a COVID hit? (We initially did think it would, but it did not play out to our original lower estimates. If you think we need to be more conservative, we can.) Should this be a talking point? (I am good with this if you are.) Do we have the ability to not have a constant collection rate per year? (It is a timing issue.) Dr. Romano can drop a quarter percent if everyone is comfortable with that? (When we were talking earlier this year, you started it out around 98%, correct? (We did talk about 98%, but that was too aggressive.) Dr. Romano will do more research and come back to the committee.

2. Preliminary 2021-22 Technology Capital Plan

Mike Wilkes shared with the committee the 2021-22 Technology Capital Plan. Pre-COVID,

our level of access was 1:2 in grades K-2 and 1:1 in grades 3-12 with 3-year lifecycles for K-8 devices and 4-year lifecycles for 9-12. As we look ahead to 2021-22 and beyond, the level of access will be 1:1 for K-12 with 4-year lifecycles for all devices. We would also purchase Pentium devices that would hold up better through the 4-year cycle. In pre-COVID, we estimated we would spend \$6.49 million over ten years, however; with the new plan, the estimated cost would be \$6.33 million. Currently, student tech fees contribute \$209,000, but our recommendation would be that the fee be \$45 each year for all K-12 students. This would bring in a projected \$230,000. The largest increase would be for our K-2 students. They would go from \$30 to \$45. The new plan will make us a little heavy in the first two years, but then we will level out again.

We would also like to look at classroom projection at Western Avenue Elementary, along with wireless projection devices at Western Avenue Elementary and both middle schools. New staff devices are needed at the high school, Geneva Middle School South and Williamsburg Elementary. The total estimated cost would be \$1.15 million with \$615,000 the first year. Data center upgrades need to be refreshed at Coultrap Educational Services Center and Geneva Middle School South with a review of on-site back-up options. The estimated cost for this is \$500,000. The total estimated cost for the Technology Plan is \$1.65 million, with \$1.15 million in the first year. Current offsets would move this to a projected at \$850,000.

Comments, questions, concerns: COVID presents a lot of interesting problems, and we have come up with some creative solutions, but once we get out of COVID, how do we see the 1:1? (From presentations given last year, we were progressing to the 1:1. This was the trajectory, but COVID sped it up. It was not the wrong trajectory.) We appreciate the long-term planning, but we all know that plans change. Good things have come out of this blended-like learning. The use of computers, blended with classroom activities, has been a huge asset.

**5. FUTURE AGENDA ITEMS**

- 1. December
  - Audit and CAFR

**6. ITEMS FOR RECOMMENDATION TO FULL BOARD (Policy 2:150)**

Motion by McCormick, second by Egan, to move item 4.2 forward to the full Board as presented. Ayes, four (4) Egan, Lamb, McCormick, Thomas. Nays, none (0). Absent, none (0). Abstained, none (0). Motion carried unanimously.

**7. INFORMATION**

- 1. Legislative Update

**8. ADJOURNMENT**

At 7:08 p.m., motion by McCormick, second by Egan, and with unanimous consent, the meeting was adjourned.

APPROVED \_\_\_\_\_  
Date

\_\_\_\_\_ CHAIRPERSON  
David Lamb

SECRETARY \_\_\_\_\_  
Dr. Kent Mutchler

\_\_\_\_\_ RECORDING SECRETARY  
Bonnie J. Johnson