

HARVEY PUBLIC SCHOOLS DISTRICT 152

Finance Committee Meeting Minutes

Monday, March 12, 2018

1:00 P.M.

The meeting was called to order at 1:03 P.M.

Present at the meeting were: Board members: Tyrone Rogers

Administration: Dr. Mathew Wilkinson, Dr. Margaret Longo, Dr. Quintella Bound

Others: Nicole Wright, Charles Givines

DTAC Goals Year 1

Mike Henderson discussed the current student population at the Elementary Schools as well as Gwendolyn Brooks Middle. DTAC will recommend the move of the 6th Grade Students to Brooks for the 2018-19 School. This move will bring Brooks population at an estimate of 600 students. Transportation cost will remain the same. Staffing may be increased by 3. Discussion regarding summer projects that will take place at Gwendolyn Brooks included Interior and Exterior upgrades, locker repairs, Bathroom renovations and the upgrading the Building Entrance.

Lowell demolition is estimated at \$200 Thousand dollars. However, this is not including asbestos abatement. Mike Henderson will bring back a total cost of Demolition including Asbestos abatement to the committee. The committee will also prepare to bid out the process.

Discussion regarding the upgrade of Gwendolyn Brooks infrastructure. The following areas will be upgraded during the summer: Bathroom, Classroom Doors, Locker repair and Building Entrance. Mike Henderson and Dr. Wilkinson will provide a complete Summer Plan for Brooks and bring back to the committee.

Health/Life Safety

Holmes, Bryant, Whittier and Gwendolyn Brooks were submitted and approved for Health/Life Safety upgrades. The District is required to make upgrades to the submitted Buildings within the next 3 years. Angelou, Sandburg and Riley School were not submitted. If the District keeps Angelou, Sandburg and Riley a life safety report must be submitted on these buildings.

HEAD Start Lease Agreement

The District Attorney will draft a 90 Day notice of Eviction to present to Illinois Action for the Children the current tenant of FIELD School. The tenant will vacate the building by the end of the 2017-18 school year. The Committee will review if the building will be sold, donated or demolished.

Food Purchasing Cooperative

HARVEY PUBLIC SCHOOLS DISTRICT 152

Finance Committee Meeting Minutes

Monday, March 12, 2018

1:00 P.M.

Dr. Wilkinson presented the committee with a Food Cooperative Program that will save the District funds. Joining the Coop would give the District Purchasing power along with 316 School Districts. The savings would be based on the RFP. The RFP should be set a minimum of 3 years. However, after a year if the District is not satisfied with contact we may withdraw as member.

ISBE Nutrition Reimbursement

After a review of records ISBE revealed an overpayment of funds pertaining to the FY 2013 School Nutrition Program. The District has set up a payment plan and will follow the schedule of 10 payments on the 5th of each month.

General State Aid Recalculation

The Committee has requested the District Attorney to start the process of the recalculation of the General State Aid which is required through ISBE each year. Claims must be submitted to ISBE by April 30, 2018.

Milk Bid

Under the current rules and regulations, milk does not need to be bid.

Auditor Firm – Request for Proposals

The Committee would like to solicit bids from Auditing firms. 4 Companies will receive the RFP and the document will be submitted to the newspapers. Dr. Wilkinson will provide the Committee with a summary of the Bids that are received.

School Bus Purchasing

Dr. Wilkinson presented the Committee with a 72 passenger bus that is for sale. However, after further discussion the committee would hold off on this recommendation.

Facilities Usage Request

The following facilities usage requests were submitted: Heroes for Harvey, Illinois Bobcats and Wawg Sports. Heroes for Harvey and Illinois Bobcats were presented at the February Finance Meeting. However, The Finance Committee reached out to both Organizations pertaining to location usage as well as the length of time. The Committee has agreed to bring forth a recommendation for the Heroes for Harvey to utilize Whitter School for the month of March after that they will utilize Bryant School for April and May. Illinois Bobcats modified the usage of days at Gwendolyn Brooks for 3 days a week instead of 4. Wawg Sports will not be brought for recommendation until further documentation is submitted.

Issuance of Bonds Closing Instructions

HARVEY PUBLIC SCHOOLS DISTRICT 152

Finance Committee Meeting Minutes

Monday, March 12, 2018

1:00 P.M.

Dr. Grossi provided the Committee with Instructions on the sale of \$1,600,000.00 bonds.

Buildings and Grounds Update

The Committee discussed Emergency Maintenance projects that must take place at several buildings throughout the District. Most projects will take place during Spring Break. However, some require attention ASAP and will be handled accordingly. Maintenance/Custodial Spring Break scheduled was presented and will be followed.

Next Finance Committee Meeting is Monday, April 2, 2018 at 1:00 p.m.

The meeting adjourned at 2:25 P.M.

Action Items:

To be determined:

1. Authorization to approve specifications to solicit Bids for Auditing Firm.
2. Authorization to approve Facility Usage from the Heroes for Harvey.
3. Authorization to approve Facility Usage from the Illinois Bobcats.
4. Authorization to approve the Food Cooperative agreement as presented.
5. Authorization to approve the scheduled ISBE Reimbursements as presented.
6. Authorization to issue a 90 Day Eviction Notice to Illinois Action for Children.
7. Authorization to solicit Bids for Lowell Demolition.
8. Authorization to move forward with drafting a 2019 Summer Plan for Gwendolyn Brooks Middle School Maintenance.