



ROSELLE SCHOOL DISTRICT 12

Administration Office

100 East Walnut Street · Roselle, IL 60172
Phone: (630) 529-2091 · Fax: (630) 529-2467

www.sd12.org

Dr. Mary Henderson, Superintendent

Roselle Middle School
500 South Park
Roselle, IL 60172
Phone: (630) 529-201

Spring Hills Elementary
560 Pinecroft
Roselle, IL 60172
Phone: (630) 529-1883

To: Dr. Mary Henderson, Superintendent
Board of Education

From: Dr. Gregory Harris, Assistant Superintendent of Finance & Operations/CSBO

Re: Monthly Business Report

Date: August 24, 2021

Treasurer's Report

The Treasurer's Report looks different this month. Instead of several sheets of charts and graphs, a simple excel spreadsheet is included which delineates the July revenues and expenditures as a percentage of the annual budget with a year-over-year comparison with this point in FY 21. The third party which helps the district generate the analytics that the Board is used to seeing is currently working on building that model for us, but it has not been completed yet. With the hustle of the new school year, it takes quite a bit of time for them to complete the setup necessary for a new fiscal year. An amended Treasurer's Report can be provided to the Board at the September meeting.

Once the administration gets through the busy first couple of weeks of school, Dr. Henderson and I intend to sit down with this company (Forecast 5) and members of the Finance Committee to discuss more optimal ways to present monthly financial data to the Board of Education. If you have any thoughts, please share them with one of us. The goal is to provide the Board and the community with the most transparent financial information possible in order to maintain confidence in the operations of the school district.

At the July meeting, I reported to the Board of Education that I thought there was a distinct possibility that the final audit of the FY 21 books would reveal a very large surplus, even in the area of \$1 million. I had considered at that time that Skyward (our accounting software) and Forecast 5 (the analytics program) were not effectively talking to each other about accrued salaries and benefits--salaries and benefits for teachers and support staff that were earned in FY 21 but paid out in FY22--but I could not find evidence that this was the case despite my best efforts. I have since learned that my original hunch was correct after spending more time analyzing the surplus, and I am reporting to the Board that I am revising down my projection for a surplus by more than two-thirds, to around a couple hundred thousand dollars. Even though we are nearly through August, there are still too many moving pieces--bills being paid out of this year's budget that belong in last year's and vice versa--to give a very accurate estimate. We will need the audit of the FY 21 books to be complete before we will know that final number for sure, and the Board can expect that information at the October board meeting. (I am pleased to say this puts us much further ahead than where we were last year.)

FY 22 Budget

At tonight's meeting, the Board will review the tentative budget for FY 22. The Finance Committee has already reviewed this information and given the administration their approval to put it on display. By

The vision of Roselle District 12 is to prepare students to ethically engage in our global society.

law, the district has to advertise the display of the budget in a local newspaper for thirty days prior to the Board approving it. The budget has been on display at the AO since Monday, August 16th, and the Board will take final action at the September meeting. I will review my assumptions for revenues and expenditures with the Board of Education at tonight's meeting, and I will discuss significant changes from the FY 21 budget. The tentative budget shows a surplus of nearly \$70,000, but the administration will continue to sharpen our pencils over the next month to ensure maximum accuracy. This budget does not include any consideration for the possibility of a solar project, which will likely be presented to the Board in September for action. If that project is approved and the Board sells bonds, the administration will ask the Board to pass an amended budget some time in the autumn months.

Capital Projects

I am happy to report the successful completion of the PA projects at both schools prior to the beginning of the school year. Final walkthroughs were completed the week of August 9th. The next big project the Board needs to consider is the playground replacement at Spring Hills. The district will be purchasing the equipment through a cooperative as opposed to utilizing the normal bidding process. However, the coop has already completed the bidding process for the government entities it serves, so the Board can be assured that it is getting a quality product at a competitive price that is procured in accordance with state guidelines. Due to COVID's interruptions of supply chains, the equipment may take approximately 10 weeks to arrive. Therefore, the administration is asking the Board to take action tonight so we have the best chance of completing this project before winter comes. Finally, we are expecting the infrared analysis of the RMS and SHS roofs to have taken place on August 20th. This is the last piece of information the administration is looking for in order to make an informed decision about recommending the solar project to the Board for possible action at the September meeting. As soon as we have the results of that analysis, we will share it.