



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
FINANCE COMMITTEE MEETING MINUTES  
THURSDAY, JUNE 9, 2022 AT **6:30 PM**

BOARD OF EDUCATION  
Kevin Daly, *President*  
Rupal Shah Mandal, *Vice President*  
John P. Vranas, *Secretary*  
Myra A. Foutris  
Elaina Geraghty  
Jay Oleniczak  
Peter D. Theodore

ADMINISTRATION  
Dr. Kimberly A. Nasshan, *Superintendent of Schools*  
Dr. David Russo, *Assistant Superintendent for Curriculum and Instruction*  
Courtney Whited, *Business Manager/CSBO*

*Minutes of the Finance Committee Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Marvin Garlich Administration Building 6950 N. East Prairie Road, Lincolnwood, Illinois 60712, on Thursday, June 9, 2022.*

1. CALL TO ORDER/ROLL CALL

Chair Theodore called the Finance Committee meeting to order at 6:32 p.m

FINANCE COMMITTEE MEMBERS

Peter D. Theodore (BOE), Chair  
John P. Vranas (BOE)  
Michael Bartholomew, Community Member  
Steven Pawlow, Community Member

FINANCE COMMITTEE MEMBERS NOT PRESENT

Jay Oleniczak (BOE), Co-chair  
Reuben George, Community Member  
Maja Kenjar, Community Member

ADMINISTRATORS/STAFF

Dr. Kimberly A. Nasshan, Superintendent of Schools  
Dr. David L. Russo, Assistant Superintendent of Curriculum and Instruction  
Courtney Whited, Business Manager/CSBO  
Jordan Stephen, Director of Technology

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Finance Committee Meeting Minutes - **MAY 19, 2022**

A motion was made, seconded and passed to approve the minutes from the May 19, 2022 Finance Committee meeting.

4. FUND BALANCE REPORT

a. Fund Balance Report - **APRIL 2022**

Courtney Whited, Business Manager/CSBO, presented the Fund Balance Report for April 2022. Fund balances are at cyclical levels.

## 5. OLD BUSINESS

### a. Draft of Fiscal Year 2023 Tentative Budget

Courtney presented the timeline for the budget approval. She discussed the current fund balance and what the fund balance could look like at the end of the fiscal year. Open enrollment did not bring a significant financial impact for insurance. Projected revenues/expenditures were discussed with sources/types for each. She projected out the fund balance for FY23 and presented a chart that showed estimated insurance costs from FY22 to FY23 based upon the selections of employees. Courtney provided a historical analysis of the revenues and expenditures for FY21, 22 and projections for FY23. Courtney will take necessary steps prior to the July meeting.

## 6. NEW BUSINESS

### a. Illinois Public Risk Fund (IPRF) Workers' Compensation Plan 2022-23

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to approve the Illinois Public Risk Fund (IPRF) Workers' Compensation Plan renewal for 2022-23 in the amount of \$62,117.

### b. 2022-23 Collective Liability Insurance Cooperative (CLIC) Property/Casualty and Fiduciary Insurance Renewal

The CLIC invoice has not been fully provided because the vendor has not quoted a cybersecurity premium. The Administration received approval to pay the premiums quoted. Cybersecurity will be addressed separately when the premium is presented. The Administration will see if there are other carriers for cybersecurity.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to renew the 2022-23 Property/Casualty and Fiduciary Liability insurance with Collective Liability Insurance Cooperative (CLIC) in an amount of \$92,356.

### c. 2021-22 Niles Township School Treasurer Invoice

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to issue payment in the amount of \$111,317 for services rendered by the Niles Township School Treasurer's office during the 2021-22 fiscal year.

### d. 3-Year ClassLink Integration Project

Jordan explained what the product will do in terms of automatically enrolling and rostering students into the suite of curricular tools associated with their grade level. ClassLink will make the process of rostering students more efficient when changes are made or students move in. The software provides students a single sign-on for educational tools on the iPads and eliminates the need for students to enter in multiple passwords.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to approve the ClassLink Contract in the amount of \$17,502.20 for the 2022-2025 school years.

### e. 2022-2023 Learning A-Z Product Renewal

Jordan explained where the tool is used. It is software for extra practice for English Language Arts tools. The Tech team reviewed usage rates by teachers and as a result, The District was able to decrease the number of subscriptions, which decreased the costs significantly.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to approve the renewal of Learning A-Z software in the amount of \$7,720.75 from August 8, 2022 to August 7, 2023.

f. Nearpod renewal for 2022-2023 School Year

Jordan explained how the tool provides interactive features for a more static lesson. The experience can be self-guided for the student or the class can explore the material collectively. Nearpod has the functionality to potentially eliminate several redundant tools in the future.

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to renew the Nearpod subscription in the amount of \$9,000 for the 2022-2023 school year Nearpod Inc.

g. Autism Spectrum Rating Scales (ASRS™) Complete Kit Subscription

A motion was made, seconded and passed that the Finance Committee concurs with the Administration to recommend to the Board of Education to approve this Agreement with Multi-Health Systems Inc for the Autism Spectrum Rating Scales (ASRSTM) Complete Kit Subscription in the amount of \$699.

7. District Finance Update

a. Tuition/Registration Payment Details as of May 31, 2022

Courtney reviewed the collection of fees in the District. Administration asked if the District should engage with the collection agency to attempt to recoup funds. The Committee directed the Administration to send a final notice and then turn over to a collection agency.

b. Lincolnwood Baseball and Softball Association

Committee discussed which category the organization should fit into. The Administration was directed to look into the incremental costs associated with Lincolnwood Baseball and Softball Association (LBSA) facility usage and bring back the Committee for further discussion.

8. ADJOURNMENT.

A motion was made, seconded and passed to adjourn the Finance Committee meeting.

The Finance Committee meeting was adjourned at 8:00 p.m.

The next Finance Committee meeting will be Thursday, July 21, 2022 at 6:30 p.m. The public is welcome.

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Peter D. Theodore, Chair

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Jay Oleniczak, Co-chair