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**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 6:15 p.m. on Monday, April 8, 2024, 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 6:15 p.m. by Jackie Forbes.

Committee members present: Dan Choi, Jackie Forbes, Paul Radlinski.

Staff present: Mary Dunmead, Director for Transportation; Matt Johnson Assistant Director for Transportation; Shonette Sims, Assistant Superintendent for Learning & Teaching; Todd Latham, Assistant Superintendent for Business Services; Dr. Andy Barrett, Superintendent.

2. PUBLIC COMMENT (Policy 2:230)

None.

3. APPROVAL OF MINUTES (Policy 2:220)

1. February 12, 2024

Motion by Radlinski, second by Choi, to approve item, 3.1 as presented. Ayes, three (3), Choi, Forbes, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0). Motion carried unanimously.

4. DISCUSSION/CONSIDERATION

1. 2024-25 Preliminary Transportation Budget

Todd Latham and Matt Johnson presented the 2024-25 preliminary transportation budget. When fully staffed, this department consists of the director, assistant director, dispatcher/driver's supervisor, two mechanics, sixty-seven bus drivers, and seven bus monitors. The fleet for the 2024-25 school year will consist of twenty-three 72-passenger propane buses, eighteen 72-passenger diesel buses, eighteen 30-passenger small buses, five 27-passenger small buses, nine 21-passenger buses with wheelchair lifts, and four white activity buses. Local and state revenue are estimated at \$4,916,282. Salary and benefits are estimated at \$2,871,470. Professional Services are estimated at \$236,000. Supplies and materials are estimated at \$375,600. Capital projects are estimated at \$2,506,939. Other services, contingency, and non-capital purchases are estimated at \$99,000. Overall, the revenue is estimated at \$4,916,282 and expenditures are estimated at \$6,152,070.

Comments, questions, concerns: A year ago or so, we talked about the number of bus monitors needed. Is seven how many we need to be fully staffed? (Yes. Currently, we have five.) So, you are still looking for bus monitors? (Yes.) The changes we made with what we were offering them, did that help? (We did get a couple more hired, but then we had one that resign due to health issues. It has helped some, but it appears there are few people looking to be a bus monitor.) How

many buses can be out of service at one time? (It can vary. Right now, with one mechanic, there are four to five buses that need repair.) Are they out of service when they need repair? (Currently, we have four that are out of service completely.) Are these the large buses? (We have four large buses and one small bus that are all out of service.) Do you ever outsource the maintenance? (We build in reserve funds to the budget in case we need to.) Do our mechanics need any certification? (There is certification through the bus manufacturers that they must have for both diesel and propane buses. Many of our applicants have had prior experience.) If you look at revenue over expenditure in the first three years, you are bringing in more than you are spending, and we know why. If you take out the bus purchases for 2024 -25 and you do not have the land purchase at that time, do you expect to be able to cover all the cost with the revenues you have listed? Will there need to be a transfer of funds in the future? (We do not anticipate any transfer of funds, but we will see a use of the fund balance that has accumulated over the year. We may need additional funds if the construction project comes in higher than anticipated.) When we talked about the salary for the drivers, we said we have a higher salary for our drivers, but they are not full-time and do not get benefits. You mentioned benefits in your presentation, so how many staff receive benefits? (Just our mechanics and office staff.)

5. FUTURE AGENDA ITEMS

- TBD

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

1. 2024-25 Preliminary Transportation Budget
Motion by Choi, second by Radlinski, to move item, 3.1 forward to the full board as presented. Ayes, three (3), Choi, Forbes, Radlinski. Nays, none (0). Absent, none (0). Abstained, none (0). Motion carried unanimously.

7. INFORMATION

1. Legislative Update

8. ADJOURNMENT

At 6:33 p.m., motion by Forbes, second by Radlinski, and with unanimous consent, the meeting was adjourned.

APPROVED _____
Date

Jackie Forbes CHAIRPERSON

SECRETARY _____
Dr. Andy Barrett

Bonnie J. Johnson RECORDING SECRETARY