

LISLE COMMUNITY UNIT SCHOOL DISTRICT 202
BOARD ROOM
5211 CENTER AVENUE
LISLE, ILLINOIS 60532
Finance Committee Meeting
June 26, 2023
6:30 PM

Members of the public are welcome to attend all Lisle Community Unit School District 202 Board of Education meetings, including those held via video conferencing. Anyone wishing to view the meeting or provide comments is encouraged to review the information below.

In-Person Meeting Viewing: Guests are welcome to attend the meeting in-person in the Board Room.

Remote Meeting Viewing: The proceedings of the meeting will be streamed live and can be viewed using the following link: <http://www.youtube.com/c/LisleDistrict202>. Guests will join the meeting in view-only mode and will not be seen or heard in the meeting. A recording of the meeting will also be available on the School District website.

Public Comment: Public comments can be made in person or via email at publiccomment@lisle202.org. Comments must be received by 5:00 p.m. on the day on which the meeting is held. Comments submitted by the deadline will not be read aloud during the meeting, but rather will be provided to the School Board before the start of the meeting and will become part of the meeting record.

Please see the "Meeting Dates, Agendas and Minutes" page for links to the Board of Education meeting agendas, minutes and video feeds.

AGENDA

1. Call to Order
2. Public Comment
3. Selection of Finance Committee Chairperson
4. Minutes from the April 24, 2023 Finance Committee Meeting 2
5. Working Cash Fund Interest Transfer Resolution
6. Resolution to Transfer Funds from the Educational Fund to the Capital Projects Fund
7. Food Management Services Contract - School Year 2023-2024
8. Grant of Storm Sewer Easement to Village of Lisle
9. Sale of Tate Woods Elementary School 5
10. Fiscal Year 2024 Tentative Budget 6
11. Agenda Topics for Future Finance Committee Meetings
12. Adjournment

LISLE COMMUNITY UNIT SCHOOL DISTRICT NO. 202
BOARD OF EDUCATION
FINANCE COMMITTEE MINUTES
APRIL 24, 2023

Record of minutes of the Finance Committee of the Whole Meeting of the Board of Education of Lisle Community Unit School District No. 202, DuPage County, Illinois, which was held in the BoardRoom of the Administrative Office, 5211 Center Avenue, Lisle, Illinois on April 24, 2023.

The meeting was called to order at 6:00 p.m. by Chairperson McConville.

Present: Pamela Ahlmann
Dan Helderle
Steve Lesniak
Eunice McConville
Wendy Nadeau
Greg Nagler
Ranee Sims

Absent: None

Also Present: Keith Filipiak, Superintendent
Linda Kotalik, Assistant Superintendent
David Wilkinson, Director of Finance
Jen Law, Director of Student Services
Jenna Engler, Communications Coordinator

Public Comment

None

Minutes from the March 20, 2023 Finance Committee Meeting

The minutes from the March 20, 2023 Finance Committee meeting were reviewed. Those present came to a consensus that the minutes accurately reflect the meeting's discussion.

FY2023 Audit Engagement Letter

Administration provided background information on the RFP process conducted in 2019 when Lauterbach & Amen were selected as the District's auditor. At the time of selection, Lauterbach & Amen was not the lowest priced proposal; however, its offerings were a good blend of services and expertise for what the District was looking for when transitioning to the accrual basis of accounting.

Mr. Wilkinson shared that, overall, Lauterbach & Amen were good to work with. The District will need to continue to monitor report writing service to ensure deliverables most accurately represent fieldwork results..

Administration recommends continuing with Lauterbach & Amen for the duration of the three (3) year contract ending in FY2024. The Finance Committee referred the proposal to accept the FY2023 audit engagement letter from Lauterbach & Amen with a financial cost of \$26,900 for action at the next Regular School Board Meeting.

Chesterton Academy Building Lease School Year 2023/2024

Administration brought forward a recommendation to extend the District's lease with Chesterton Academy for the twelve-month period ending June 30, 2024. The lease includes the rental of additional classrooms, which increased the District's rental revenue to \$132,936.

Administration indicated that Chesterton Academy has been good tenants. Having active occupants in the building helps to reduce the District's utility costs and improves the monitoring and security of the facility.

The Finance Committee referred the Lease Agreement with Chesterton Academy of the Holy Family for SY2023-2024 in the amount of \$132,936 for action at the next Regular School Board meeting.

Regular and Extra-Curricular/Co-Curricular Transportation Extension

Administration presented a proposed contract extension for SY2023-2024 with the District's current regular transportation provider, Westway Coach. The initial renewal quote provided by Westway Coach was for a 10% increase in route rates which the Administration negotiated down to 7%. Neighboring school districts average 9.5% increases. Additional costs above 7% increase include bonuses to incentivize driver attendance with an anticipated cost of \$10-15 thousand for the year.

Administration recommends continuing with Westway Coach for its transportation services for SY2023-2024. The Finance Committee referred the Extension Agreement for Transportation Services with Westway Coach for action at the next Regular School Board Meeting.

Contract Renewal Agreement for Food Management Services - SY2023-2024

Administration informed the Finance Committee about the Illinois State Board of Education's authorization to allow school districts to renew SY2023-2024 food service contracts at the CPI-food away from home rate of 8.3%. Furthermore, the Administration recommended an hourly rate increase to \$16 for Lisle 202 food service workers in an effort to attract and retain consistent food service employees. The Finance Committee authorized the Administration to move forward contracting with Aramark Food Service for SY2023-2024 with an 8.3% increase and an additional wage adjustment added to the meal price reflecting \$16 hourly wage for the District's food service workers.

Quarterly Financial Update

Administration presented a written report providing an analysis between budget and year-to-date actual through March 31, 2023. No further action is needed at this time.

Financial Projection

Administration presented a written report providing an analysis of ALL District funds as well as only its Operating Funds. Administration will continue to provide updates to the Finance Committee as information is made available. The ten (10) year life safety plan is up for review in 2025 which will allow for more updates to future capital improvement costs. Administration encouraged the Committee to communicate any additional questions or comments related to the projection to Administration. No further action is needed at this time.

Agenda Topics for Future Finance Committee Meetings

None

Adjournment

At 7:24 p.m. by Mr. Nagler and Ms. Nadeau

FOR INFORMATION

**Lisle Community Unit School District No. 202
Finance Committee Meeting
June 26, 2023**

SUBJECT: Sale of Tate Woods Elementary School

BACKGROUND DATA: On June 7th the Administration closed on the sale of Tate Woods Elementary School. After five years working to obtain zoning approvals and the necessary occupancy permits, Kindi Academy was able to move into their new home.

The Administration is pleased to bring this chapter to a close as a page is turned in the history books of Lisle Community Unit School District 202.



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LISLE COMMUNITY UNIT SCHOOL DISTRICT 202

FY2024 Tentative Budget Presentation

Finance Committee Meeting

June 26, 2023

Presentation Overview

- I. Legal Requirements for Budget Adoption
- II. Budget Highlights
- III. Overview of Revenues and Expenditures
- IV. Budget Summary



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Section I

Legal Requirements for Budget Adoption

Legal Requirements for Budget Adoption

- School Districts must adopt a Budget by the end of the first quarter of the fiscal year (September 30th)
- Prior to adoption, a School Board must:
 1. Place the Tentative Budget on Public Display for at least 30 days
 2. Schedule a date and time for a Public Hearing on the Proposed Budget
 3. Publish a “Notice of Public Hearing” in a newspaper of general circulation within the District
 4. Conduct a Public Hearing on the date and at the time specified in the “Notice of Public Hearing”



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Section II

Budget Highlights

Budget Highlights

Key Takeaways

- Tax levy revenues add \$1.6 million to the budget
- Interest on investments up \$1.3 million
- Salary expenditures anticipated to increase by 3%
- Tuition and transportation expenditures rise
- Balanced budget across the Operating funds
- Fund balances increase by \$1.2 million

Budget Highlights

Revenue Highlights – Local Sources

- ▣ Property tax revenue ↑ \$1.6m
- ▣ Full Debt Service levy at \$1.5m
- ▣ CPPRT revenues estimated at \$1m
- ▣ Investment earnings ↑ \$1.3m

Budget Highlights

Revenue Highlights – State & Federal Sources

- State sources expected to increase for final budget when transportation claim reimbursement is filed
- Last year for ESSER III = \$500k
- All grant amounts will be reviewed prior to final budget adoption in September

Budget Highlights

- **Expenditure Highlights – Salaries & Benefits**
 - Staff raises of 5% offset by retirements and turnover
 - Medical insurance costs expected to increase
 - PPO rates ↑ 11.4% and HMO rates ↑ 7.5%
 - Final budget will incorporate new hires and staffing changes

Budget Highlights

□ Expenditure Highlights – Purchased Services

- Food services ↑ \$70,000 based on contract increase for more competitive starting wage
- Transportation cost increase of \$500k
 - 6-7% vendor increases
 - Additional route at LES
 - Rising special education transportation costs
- Annual software subscriptions of \$318,000 authorized at March Finance Committee Meeting

Budget Highlights

- **Expenditure Highlights – Supplies & Equipment**
 - Overall slight reduction in supply costs
 - Electricity supply budgets decreased by \$40,000
 - Technology requests of \$275,000 authorized at March Finance Committee Meeting
 - Chromebooks at all schools
 - Staff laptops at District Office
 - Network switches and firewall via e-Rate
 - Backup hardware

Budget Highlights

- **Expenditure Highlights – Capital Outlay**
 - Lisle Junior High Remodel
 - Design development and construction documents
 - Construction manager costs

Budget Highlights

- **Expenditure Highlights – Other Objects**
 - Debt payments of \$1.5 million
 - SASSED tuition projected to increase significantly



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Section III

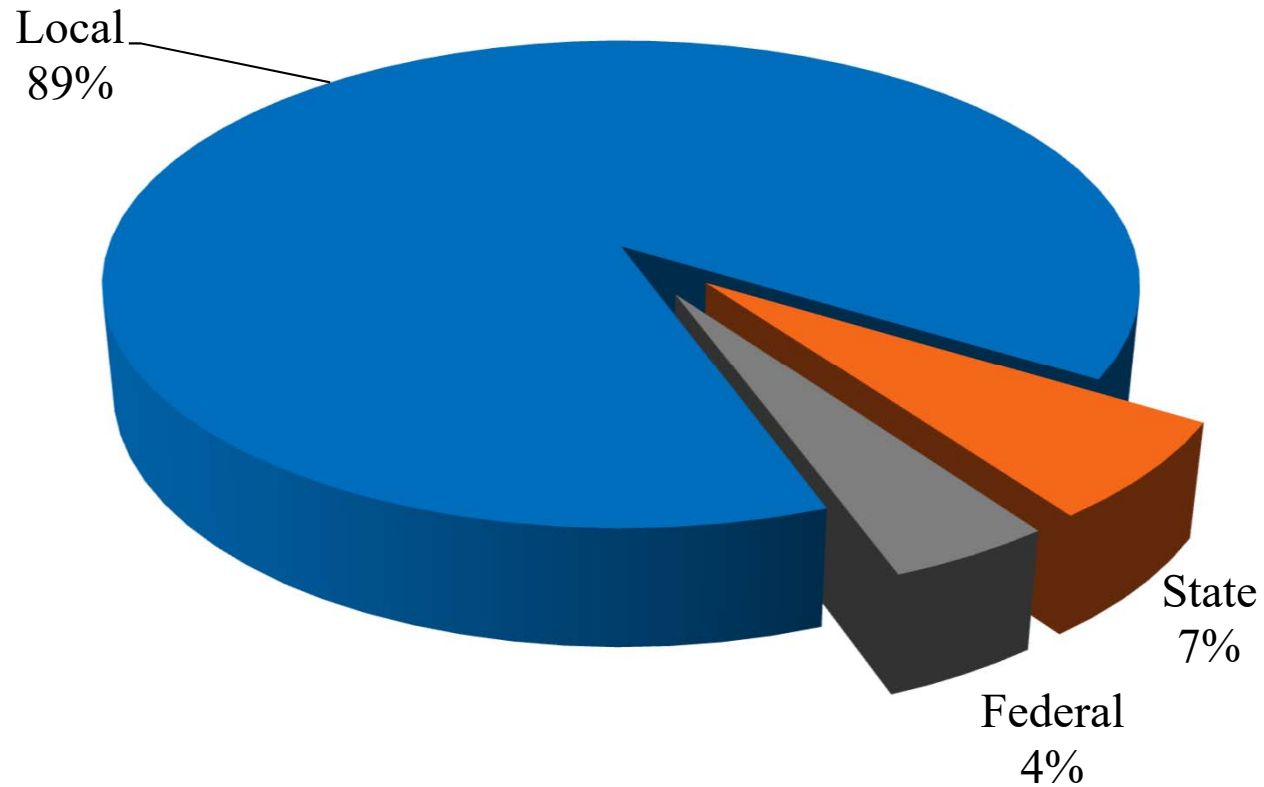
Overview of Revenues and Expenditures

Overview of Revenues

- Revenues are derived from three sources:
 - **Local**
 - Taxes, Payments in Lieu of Taxes (CPPRT), Fees, Earnings on Investments, Food Service, Activities, Textbooks, Other
 - **State**
 - Evidence-Based Funding (Formerly General State Aid)
 - Categorical Aid (Special Education, Transportation)
 - Other Restricted State Aid (Driver Education)
 - **Federal**
 - Title I (Low-income) and Title II (Teacher Quality)
 - National School Lunch
 - Special Education
 - ESSER

Major Revenue Sources

FY2024 Budgeted Revenues (All Funds)

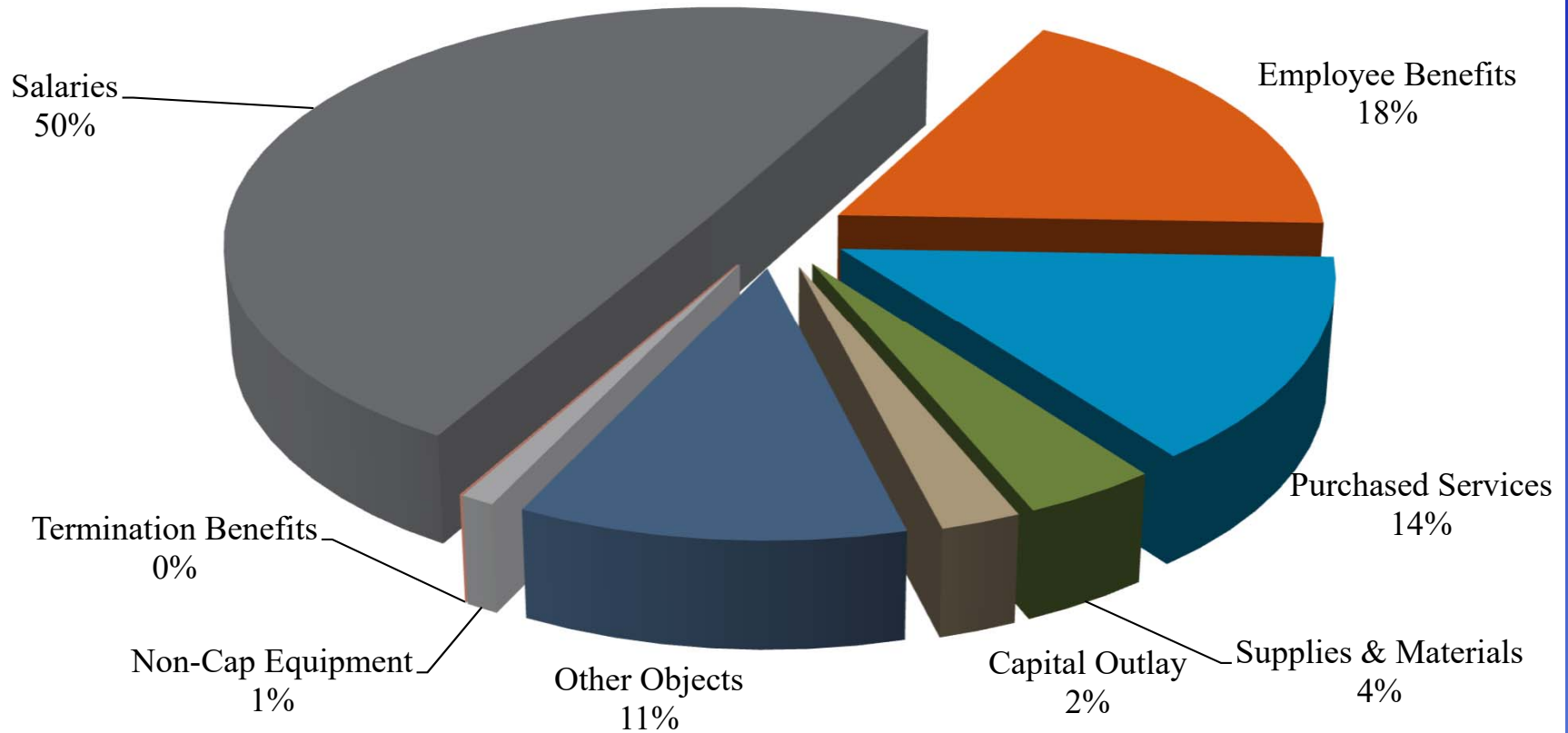


Overview of Expenditures

- Expenditures are classified by one of 8 objects:
 - Salaries
 - Employee Benefits
 - Purchased Services
 - Supplies and Materials
 - Capital Outlay
 - Other Objects (Including Debt and Tuition Payments)
 - Non-Capitalized Equipment
 - Termination Benefits

Major Expenditures

FY2024 Budgeted Expenditures (All Funds)





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Section IV

Budget Summary

Budget Summary – Operating Funds

Excluding Other Sources/Uses

FY2024 Budget Summary – Operating Funds + IMRF/SS Fund

Description	Education	O&M	Trans	IMRF/SS	Work Cash	Total
Revenue:						
Local Sources	\$30,850,900	\$2,988,100	\$1,566,350	\$990,000	\$41,300	\$36,436,650
State Sources	1,662,171	-	1,105,700	-	-	2,767,871
Federal Sources	1,858,971	-	2,500	-	-	1,861,471
Total Direct Revenue	\$34,372,042	\$2,988,100	\$2,674,550	\$990,000	\$41,300	\$41,065,992
Expenditures:						
Salaries	\$19,417,300	\$1,206,500	\$64,600	-	-	\$20,688,400
Employee Benefits	6,132,200	284,800	1,700	\$929,100	-	7,347,800
Purchased Services	2,468,247	677,165	2,735,500	-	-	5,880,912
Supplies & Materials	930,764	706,000	6,000	-	-	1,642,764
Capital Outlay	162,000	20,000	-	-	-	182,000
Other Objects	3,250,933	-	-	-	-	3,250,933
Non-Capital Equipment	351,530	66,960	-	-	-	418,490
Termination Benefits	-	6,000	-	-	-	6,000
Total Direct Expenditures	\$32,712,974	\$2,967,425	\$2,807,800	\$929,100	-	\$39,417,299
Excess of Revenue Over (Under) Expenditures	\$1,659,068	\$20,675	\$(133,250)	\$60,900	\$41,300	\$1,648,693

Budget Summary – Non-Operating Funds

Excluding Other Sources/Uses

FY2024 Budget Summary – Non-Operating Funds

Description	Debt Service	Capital Projects	Tort	Total
Revenue:				
Local Sources	\$1,544,300	\$251,500	\$7,000	\$1,802,800
Total Direct Revenue	\$1,544,300	\$251,500	\$7,000	\$1,802,800
Expenditures:				
Purchased Services	-	-	\$7,000	\$7,000
Capital Outlay	-	\$800,000	-	800,000
Other Objects	\$1,500,500	-	-	1,500,500
Total Direct Expenditures	\$1,500,500	\$800,000	\$7,000	\$2,307,500
Excess of Revenue Over (Under) Expenditures	\$43,800	\$(548,500)	\$-	\$(504,700)

Budget Summary – All Funds

FY2024 Budget Summary – All Funds

Description	Education	O&M	Debt Service	Trans	IMRF/SS	Capital Projects	Working Cash	Tort	Total
Est. Beginning Fund Balance	\$12,661,184	\$1,569,092	\$205,074	\$1,451,651	\$457,267	\$4,041,710	\$819,848	\$-	\$21,205,826
Total Direct Revenue	34,372,042	2,988,100	1,544,300	2,674,550	990,000	251,500	41,300	7,000	42,868,792
Total Direct Expenditures	32,712,974	2,967,425	1,500,500	2,807,800	929,100	800,000	-	7,000	41,724,799
Excess of Revenue Over (Under) Expenditures	\$1,659,068	\$20,675	\$43,800	\$(133,250)	\$60,900	\$(548,500)	\$41,300	-	\$1,143,993
Other Sources	34,300	-	-	-	-	859,000	-	-	893,300
Other Uses	(750,000)	-	-	-	-	-	(34,300)	-	(784,300)
Total Other Sources/(Uses)	\$(715,700)	-	-	-	-	\$859,000	\$(34,300)	-	\$109,000
Est. Ending Fund Balance	\$13,604,552	\$1,589,767	\$248,874	\$1,318,401	\$518,167	\$4,352,210	\$826,848	\$-	\$22,458,819

Budget Summary

- ❑ Balanced budget in the Operating Funds
- ❑ Ending fund balances align with Board Policy 4:20
- ❑ \$750,000 transferred for Facility Needs
- ❑ Projected to maintain highest State Financial Profile score of “Financial Recognition”
- ❑ The Administration Recommends that the Tentative Budget be Approved as Presented.