

LISLE COMMUNITY UNIT SCHOOL DISTRICT 202
BOARD ROOM
5211 CENTER AVENUE
LISLE, ILLINOIS 60532
Finance Committee Meeting
May 20, 2024
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. Discussion of Finance Committee Chair
4. Minutes from the April 22, 2024 Finance Committee Meeting 2
5. Audit Services Engagement Letter - FY2024
6. Lisle Elementary School Intervention Rooms Construction Contracts
7. Asphalt Pavement Sealcoating Contract
8. Waste and Recycling Services Contract
9. Food Service Management Company Contract
10. SY2024-2025 Breakfast and Lunch Prices
11. Alternative Student Transportation Services Contract
12. Annual Statement of Affairs Publication Wavier 4
13. Agenda Topics for Future Finance Committee Meetings
14. Adjournment

LISLE COMMUNITY UNIT SCHOOL DISTRICT NO. 202
BOARD OF EDUCATION
FINANCE COMMITTEE MINUTES
APRIL 22, 2024

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 Board Room of the Administrative Office, 5211 Center Avenue, Lisle, Illinois on April 22, 2024.

The meeting was called to order at 6:30 p.m. by Ms. Ahlmann.

Present: Pam Ahlmann
Kate Foster
Dan Helderle
Steve Lesniak
Greg Nagler
Randee Sims

Absent: Eunice McConville, Finance Committee Chairperson

Also Present: Dr. Keith Filipiak, Superintendent
Dr. 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 18, 2024 Finance Committee Meeting

The minutes from the March 18, 2024 Finance Committee Meeting were reviewed. Those present came to a consensus that the minutes accurately reflect the meeting's discussion.

Construction Change Order Resolution

To avoid delays and minimize potential disruption to the Lisle Junior High renovations project, the Administration requested limited authority to make decisions on behalf of the Board. The Director of Finance would be granted authority to approve change orders up to \$10,000, the Superintendent up to \$25,000, and two Board Liaisons up to \$50,000. Any change orders over \$50,000 would be presented to the Board of Education for approval. The committee requested that a log of change orders be provided to members over the course of the project. The Committee authorized the Construction Change Order Resolution for action at the next regular school board meeting.

Chesterton Academy Building Lease

Administration presented a recommendation to extend the lease of the Schiesher Elementary School building to Chester Academy for an additional three years. The lease provides for annual rent of \$110,000 plus utilities along with an annual limit of building repairs and maintenance costs of \$50,000. The Committee authorized the lease agreement for action at the next regular school board meeting.

School Association for Special Education in DuPage (SASED) Classroom Lease

Administration presented a request from SASED to lease seven classrooms at the Schiesher Elementary Building for the 2024/2025 and 2025/2026 school years while they investigate long-term solutions. The Committee was supportive of the request and asked the Administration to continue conversations with SASED to reach an agreement.

Quarterly Financial Update

The Committee reviewed the actual revenues and expenditures through March 31, 2024 as compared to the adopted budget figures. Mr. Wilkinson discussed certain items that were highlighted in the written report. No further action is needed at this time.

Financial Projection

Administration presented an overview of the School Districts past performance and future projections. Mr. Wilkinson highlighted the following items:

- The financial position has remained strong.
- Operating fund revenues exceed expenditures before transfers for capital projects.
- Operating fund balances used for capital improvements.
- Impact of inflation on labor contracts and cost of services.

The Administration also addressed questions or comments submitted by members of the Commit. No further action is needed at this time.

Agenda Topics for Future Finance Committee Meetings

- List of change orders for Lisle Junior High renovations project.
- SASED Lease Agreement at the May meeting.

Adjournment

At 7:27 p.m. by Mr. Helderle and Mr. Nagler

FOR DISCUSSION

**Lisle Community Unit School District No. 202
Finance Committee Meeting
May 20, 2024**

SUBJECT: Annual Statement of Affairs Publication Waiver

BACKGROUND DATA: Section 105 ILCS 5/10-17 of the School Code requires that a “statement of affairs of the district” is published in a local newspaper prior to December 1st of each year. The Administration is interested in seeking a waiver of this school code mandate from the General Assembly. This waiver, if approved, would allow the district to save approximately \$2000 annually with a minimum of \$10,000 saved over the waiver’s five-year period.

To comply with this waiver, the district will make the Annual Statement of Affairs report available in the central office, when requested, and will post it on the district website. This meets the intent of the rule to make this information conveniently accessible and available to the public.

The application used for seeking this waiver, which includes a more detailed narrative justifying this specific request, is attached for reference. The Administration is seeking authorization to proceed with the required written notices and public hearings outlined in the application instructions.



Illinois State Board of Education

100 North First Street, S-404
Springfield, Illinois 62777-0001

APPLICATION FOR WAIVER OR MODIFICATION OF STATE BOARD RULES AND/OR SCHOOL CODE MANDATES

LEGISLATIVE AFFAIRS DEPARTMENT

Instructions: This application is to be used for seeking a waiver or modification of State Board of Education rules or of School Code mandates in accordance with Section 2-3.25g of the School Code [105 ILCS 5/2-3.25g]. The completed application must be submitted by **certified** mail, return receipt requested, to the above address. Please use the instructions on the reverse side when completing this application.

Please note that action on incomplete applications will be delayed until all required documentation is received.

1. The application is for: (Check appropriate box(es) below.)

Waiver of School Code Waiver of ISBE Rule Modification of School Code Modification of ISBE Rule

2. APPLICANT NAME Lisle Community Unit School District #202	CONTACT PERSON Mary Beth Rich	
NAME OF SUPERINTENDENT/EXECUTIVE DIRECTOR Dr. Keith Filipiak	CONTACT TELEPHONE (Include Area Code and Extension) 630-493-8006	
APPLICANT ADDRESS (Street, City, State, Zip Code) 925 Burlington Avenue Lisle IL 60532	CONTACT FAX (Include Area Code) 630-971-4054	CONTACT E-MAIL mrich@lisle202.org
COUNTY Dupage	May we contact your e-mail address? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

3. Provide citation or language of the rule(s) or School Code mandate(s) which are the subject of this application. If you are requesting a modification, display it here, using strike through or underlining.

Section 105 ILCS 5/10-17 of the school code requires that " ...a statement of the affairs of the district" shall be published in the newspaper prior to December 1, and a certified copy of the statement filed with the Education Service Region be filed no later than December 15 of each year.

4. Attach a narrative identifying and justifying the specific request.

- For proposed waivers and modifications of rules or of the School Code that are based upon meeting the intent of the rule or mandate in a more effective, efficient or economical manner, a narrative description must provide all of the required information (see Item 4(a) on the reverse side).
- All proposed waivers/modifications requested to stimulate innovation or improve student performance, including all proposed waivers of School Code mandates, shall provide the specific plan for improved student performance and school improvement upon which the request is being based and how the applicant will determine success (see Item 4(b) on the reverse side).
- Applications requesting waivers from Section 17-1.5 of the School Code must include the amount, nature, and reason for the requested relief and all remedies that have been exhausted by the district to comply with the administrative expenditure limitation.

5. **Public Testimony:**

Attach a description of the testimony provided, to include the information enumerated in item 5 on the reverse side.

6. This application is for: Initial Waiver/Modification Renewal of Previously Approved Waiver/Modification
This application requests waiver/modification for 5 years (from 2023-2024 school year through 2027-2028 school year).
(See Item 6 on reverse side for limits on the duration of waivers/modifications.)

7. Attach a copy of each public notice required. Any request not meeting the requirements will be returned as ineligible for consideration.

8. Compliance with Notice and Hearing Requirements

I certify that a hearing concerning this application and any associated plan for improved student performance was held on June 24, 2024.
(Date)

I further certify that the applicant has met all the notification and hearing requirements enumerated in items A and B on reverse side and that the board of education/board of directors of the applicant identified above approved this application on June 24, 2024.
(Date)

June 24, 2024

Date

Signature of Applicant

(i.e. District Superintendent/Executive Director/Regional Superintendent)

INSTRUCTIONS: Please use the following as a checklist in assembling your application package. Incomplete applications will not be considered until all required documentation is received. All applicants must hold a public hearing prior to submission of the application.

- A. Public Hearing: Each eligible applicant (see item 2 below) must hold a public hearing, providing for a time to take testimony about the request that is separate from the time when any other business is being conducted or testimony on other matters is being heard. The public hearing may be held during a regular board meeting.
- B. Required Notices of Public Hearing: Provide the following notices to inform the public and others of the hearing date. Each must state the time, date, location and general subject matter of the hearing.
 - **All applicants:** Publish a notice on the applicant's website at least 14 days in advance of the hearing. Applicants requesting an **increased fee for driver's education (105 ILCS 5/27-24.2)** must also publish the proposed amount of the fee as part of the website notice and as part of the notice placed in a newspaper of general circulation.
 - **School districts:** Publish a notice in a newspaper of general circulation within the applicant's area at least 7 days in advance of the hearing.
 - **Joint agreements, ISCs or regional superintendents:** Publish a notice in a newspaper of general circulation in each school district that is a member of the joint agreement or that is served by the educational service region or intermediate service center, provided that a notice in a newspaper generally circulated in more than one school district shall be considered sufficient notice to all of the affected districts.
 - **All applicants:** Provide a written notice to the applicant's exclusive bargaining agent(s) affected by the request at least 7 days in advance of the hearing; this notice must also state that testimony will be taken from staff.
 - **All applicants:** Provide a written advance notice to the applicant's state legislators affected by the request.

- Item 1.** Indicate the **type of action** sought under this application:
 - ISBE approval of waivers or modifications of ISBE rules and of modifications of School Code mandates to allow an applicant to meet the intent of the rule or mandate in a more effective, efficient or economical manner or when necessary to stimulate innovation or to improve student performance; or
 - General Assembly approval of waivers of School Code mandates to allow an applicant to meet the intent of the rule or mandate in a more effective, efficient or economical manner or when necessary to stimulate innovation or to improve student performance.

Waivers are not permitted from ISBE rules or School Code mandates pertaining to special education, educator licensure, teacher tenure and seniority, compliance with the Every Student Succeeds Act, or township treasurers (Sections 5-1 and 5-2.1 of the School Code). Waivers of mandates pertaining to the use of student performance data and performance categories for teacher and principal evaluations are not permitted after September 1, 2014.

- Item 2. Eligible applicants** are school districts, independent authorities established pursuant to Section 2-3.25f of the School Code, joint agreements made up of school districts, and Regional Superintendents of Schools and Intermediate Service Centers on behalf of schools and programs operated by them.

- Item 3.** The **exact language of, or citation to,** the rule(s) or mandate(s) involved may be obtained by contacting the Legislative Affairs Department by mail at 100 North First Street, S-404, Springfield, Illinois, 62777-0001 or by telephone at (217) 782-6510.

- Item 4.** Identify the rationale for the specific waiver and/or modification sought.

(4)(a) For requests to meet the intent of the rule or mandate in a **more effective, efficient, or economical manner**, provide a narrative description which sets forth:

- i) the intent of the rule or mandate to be achieved;
- ii) the manner in which the applicant will meet that intent; and
- iii) how the manner proposed by the applicant will be more effective, efficient or economical.
- iv) In those instances where the applicant proposes a more economical manner, provide a fiscal analysis showing current expenditures related to the request and the projected savings that would result if the request is granted.

- (4)(b)** Requests necessary for **stimulating innovation or improving student performance** must include the specific plan for improved student performance and school improvement upon which the request is based that describes how the applicant will determine success.

- (4)(c)** Requests for waivers of the **administrative expenditure limitation** established in Section 17-1.5 of the School Code can be submitted **only** when circumstances for exceeding the cap are beyond the control of the district, and the district has exhausted all available and reasonable remedies to comply with the limitation. ISBE is required to recommend that the General Assembly disapprove any request for a waiver of the administrative expenditure limitation not meeting these requirements

- Item 5.** Describe the testimony provided, including:
 - number of people attending the public hearing;
 - number speaking in favor of and against the request;
 - comments made during the hearing; and
 - whether any written comments were provided.

- Item 6.** Waivers and modifications are limited to five years with the exception of waivers of the administrative expenditure limitation which are limited to the year in which emergency relief is needed (i.e., one year only).

- Item 7. Attach copies of the following:** (a) **website posting**, which must be dated in order to verify that it was posted at least 14 days in advance of the public hearing; (b) **newspaper notice**; and (c) **written notice to the collective bargaining agent**, each of which must be dated in order to verify that each was provided at least 7 days in advance of the public hearing; and (d) **written advance notice to the state legislators representing the applicant's territory**.

- Item 8.** Indicate the **date of the public hearing**. Applicants with governing boards must hold a public hearing and provide for a separate time to take testimony about the request. The superintendent's/executive director's/ regional superintendent's signature on this application attests to the applicant's compliance with all hearing and notice requirements.

- Submission.** Applications must be postmarked not later than 15 calendar days following approval by the local board in the case of districts, joint agreements and ISCs, or by the regional superintendent of schools and be submitted by certified mail, return receipt requested, to:

**Illinois State Board of Education
Legislative Affairs Department
Attn: Waiver Coordinator
100 North 1st Street, S-404
Springfield, Illinois 62777-0001**

All complete applications for the waiver or modification of ISBE rules or for the modification of School Code mandates shall be deemed approved and effective 46 calendar days after the date of receipt by ISBE unless disapproved in writing. Receipt by ISBE shall be determined by the date of receipt shown on the return receipt form, except that material not properly addressed shall bear the date of receipt when the materials were provided to the Legislative Affairs Department.

Disapproval of an application upon which the ISBE must act shall be sent by certified mail to the applicant no later than 45 calendar days after receipt of the application. Applicants may appeal the ISBE's denial of an application by sending a written appeal to the address above by certified mail within 30 calendar days of receipt of the written denial.

Complete waiver applications and any appeals of ISBE action shall be submitted to the General Assembly for consideration in March and October of each year (for application deadlines, see <https://www.isbe.net/Pages/waivers.aspx>).



Application for Waiver of School Code (Section 10-17)

Section 105 ILCS 5/10-17 of the School Code requires that "...a statement of the affairs of the District" shall be published annually in the newspaper.

Item 4 - Provide a narrative description which sets forth the intent of the rule to be achieved, the manner in which the intent will be met, and how the manner proposed will be more effective, efficient or economical.

By law, each school district is compelled to submit to an annual independent audit (Section 105 ILCS 5/3-6..3-7) as regulated by the Illinois Public Accounting Act (225 ILCS 405/0.01 et seq). Any of the information contained within the "Statement of Affairs" and/or the annual financial audit is available in other publications, included in other formats, or available through the Freedom of Information Act (Section 5 ILCS 140). The information is also included in the annual financial report, the school report card, and in the annual audit report of the finance records. A copy of the audit is provided to the regional superintendent on or by October 15 of each year and the Annual Financial Report (ISBE 50-35) is prepared as a result of the audit and filed with the regional superintendent and the Illinois State Board of Education.

The district will make copies of this report accessible and convenient for perusal to the public upon request. Additionally, the report will be posted on the District's website, which is accessible to a greater number of individuals than the local newspaper.

This waiver would generate savings for the District of at least \$2000 per year. This estimated amount includes the publication cost and the expenses associated with the staff time to prepare the information for publishing. Over the five-year period of this waiver, the total amount saved is \$10,000 which will be better utilized for other items or fees essential to the education of our students.